



**PURCHASING DEPARTMENT - FINANCIAL SERVICES
NEVADA SYSTEM OF HIGHER EDUCATION (NSHE)
REQUEST FOR PROPOSAL # 200 FOR
EMERGENCY CALL BOX SYSTEM**

RELEASE DATE: Monday, November 7, 2011

**MANDATORY
PRE PROPOSAL MEETING:** Monday, November 14, 2011 @ 8:00 a.m.
West Charleston Campus, Bldg. K, North Entrance

LAST DAY FOR QUESTIONS: Wednesday, November 16, 2011 @ 5:00 p.m.

LAST DAY FOR ADDENDA : Tuesday, November 22, 2011 @ 5:00 p.m.

OPENING DATE, TIME and LOCATION: Wednesday, December 7, 2011 @ 2:00 p.m.
Local Times (PST)
College of Southern Nevada
3200 E. Cheyenne Avenue, Sort Code J1C
Financial Services Building
North Las Vegas, NV 89030

Sealed proposals, **one (1) original and five (5) copies**, subject to the terms, conditions and scope of services, herein stipulated and/or attached hereto, will be publicly opened as stated above. **All proposals must be received on or before this date and time to be considered.** Proposals may be mailed to the address above.

Or hand delivered to CSN Purchasing Department located in the Financial Services Building, on the CSN Cheyenne campus. Please go to <http://www.csn.edu/pages/2131.asp> to view a map of the CSN Cheyenne campus.

If you should have any questions regarding this Request for Proposal, fax or e-mail your questions directly to:

Mark Cahill, Interim Director of Purchasing
Mark.cahill@csn.edu
Phone: (702) 651-4350
Fax: (702) 651-4348

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SECTION A
INTRODUCTION

1. **PURPOSE OF REQUEST**

The College of Southern Nevada, herein after referred to as CSN, invites interested parties to submit a Proposal for an Emergency Call Box System which will include a complete turnkey system including all equipment, hardware, software, peripherals, programming, interfaces with other systems, site testing, and training.

2. **COLLEGE OF SOUTHERN NEVADA (CSN)**

The College of Southern Nevada (CSN) creates opportunities and changes lives through access to quality teaching, services and experiences that enrich our diverse community. CSN is part of the Nevada System of Higher Education (NSHE), which is comprised of two universities, a state college, four community colleges and a research institute and is governed by the Board of Regents. Founded in 1971, CSN is the largest and most ethnically diverse higher education institution in Nevada. CSN offers more than 215 degree and certificate options in more than 130 areas of study, including 30 degree and certificate programs available entirely online. With more than 40,000 students, CSN has three main campuses in Southern Nevada and seven satellite centers.

3. **TERMINOLOGY**

RFP	The term "RFP" as used throughout this document will mean Request for Proposal.
PROPOSER	The terms "Proposer" as used throughout this document will mean the respondents to this Request for Proposal
CONTRACTOR	Successful Proposer(s)
CONTRACT DOCUMENTS	The Request for Proposal documents, Proposer's proposal and any mutually agreed upon written modifications
CONTRACT	Agreement
DIRECTOR	The term "Director" as used throughout this document will mean the College of Southern Nevada Interim Director of Purchasing.
CSN	College of Southern Nevada
NSHE	The Nevada System of Higher Education. NSHE is Nevada's public higher education system. It is comprised of two universities, a state college, four community colleges and a research institute and is governed by the Board of Regents.
BOARD OF REGENTS	The elective body that has been vested by the Constitution of the State of Nevada to have exclusive control and administration of NSHE. The Board of Regents is the contracting party for any NSHE contract. The Board of Regents acts on behalf of CSN.

SECTION B
SUBMISSION INSTRUCTIONS

CSN invites you to submit a proposal on the material and/or services specified within this Request for Proposal. Please read carefully all instructions, introduction, submission instructions, request for proposal general terms and conditions, minimum contract terms and conditions, scope of work and/or specifications, Pricing Response Form, RFP Response Form, sample insurance (if applicable), and sample contract (if applicable). Failure to comply with the instructions, terms and conditions, scope of work and/or specifications, of the Request for Proposal may result in your proposal being declared non-responsive.

1. **PREPARATION AND SUBMISSION**

- a) The Proposer is expected to examine the entire Request for Proposal including any attachments. Failure to do so will be at the Proposer's risk.
- b) If it becomes necessary to revise any part of this Request for Proposal, a written addendum will be provided to all Proposers. CSN is not bound by any oral representations, clarifications, or changes made in the written specifications by CSN employees, unless such clarification or change is provided to Proposers in written addendum form from the CSN Purchasing Department. All addenda must be acknowledged on the **RFP Response Form**. Proposals may be considered non-responsive in the event Addenda are not acknowledged.
- c) The proposal submitted should be concise and to the point.
- d) All proposals shall be typed in a font no smaller than 10 points on 8 ½" x 11" paper bound with tabbed dividers labeled by section to correspond with the evaluation information requested. In an effort to **GO GREEN**, try to omit the use of 3-hole binders or other non-recyclable packaging, and instead bind your packet together by staple, rubber band or standard binder clips.
- e) **If applicable, prices are to be submitted on the Pricing Response Form provided or true copies thereof** and must be manually signed by pen. If any erasures or changes appear on the form, each such correction must be initialed by the person signing the proposal. Proposers shall include with their forms the necessary documents or attachments as required in this document. **All figures must be written in ink or typewritten.** If there are discrepancies between unit prices quoted and extensions, the unit price will prevail.
- f) Proposals along with all required documents as described in this Request for Proposal must be sealed and submitted in an envelope with the response form and **MUST** indicate the name of the Proposer, RFP number, title as listed on the first page of the Request for Proposal, and date and time of opening on the outside of the envelope. **Telegraph, facsimile, email or telephone proposals will not be considered. Pricing MUST be submitted in a separate sealed envelope.**
- g) The Proposer shall submit **one (1)** clearly labeled original and **five (5)** copies of their proposal. The name of the Proposers' company shall be indicated on the spine and/or cover of each proposal submitted.
- h) No responsibility will attach to CSN or any official or employee thereof, for the pre-opening of, post-opening of, or the failure to open, a proposal not properly addressed and identified.
- i) Alterations, modifications or variations may not be considered unless authorized by this document or by an addendum.

CSN RFP # 200 Emergency Call Box System

- j) When not otherwise specified, Proposer must definitely state time of proposed delivery. Days must be calculated in consecutive calendar days.
- k) All equipment or supplies shall be new, and of the manufacturer's current model unless specified herein.
- l) Any irregularities or lack of clarity in the invitation should be brought to the attention of the CSN Purchasing Department, as soon as possible so an addendum may be furnished to all Proposers.

Any clarification of instructions, terms and conditions, insurance or offer preparation shall be made only by the Interim Director of Purchasing or the Purchasing Representative listed on page one of this Request for Proposal. Verbal clarifications will not be binding. Written clarifications will be by addenda and posted on the CSN Website: <http://www.csn.edu/pages/2144.asp> and/or faxed to all prospective Proposers who received a copy of the RFP. Proposers who have registered with the CSN Purchasing Desk may be notified via fax.

- m) Altering the Request for Proposal form may render the proposal null and void.
- n) Persons or companies submitting an offer for this Request are certifying that they have had no contact with an employee or member of the Nevada System of Higher Education (NSHE), in any manner which would give that company or person submitting such an offer, any advantage over any other company or person submitting an offer. Employees and members of NSHE shall not receive any compensation, in any manner or form, nor have any vested interest, directly or indirectly, of any kind or nature inconsistent with loyal service to the public. A violation of the above shall be just cause for rejection of that particular offer without further consideration.
- o) All Proposers, by signing the **RFP Response Form**, certify that they agree to the terms and conditions set forth in this RFP and attached sample contract (if applicable) unless otherwise stated.
- p) All Proposers, by signing the **RFP Response Form**, certify that they are an Equal Opportunity/Affirmative Action Employer, unless otherwise stated.
- q) Proposals, attachments and RFP Response Form shall be enclosed in sealed envelopes and addressed to:

College of Southern Nevada
Purchasing Department, Sort Code J1C
3200 E. Cheyenne Avenue
Las Vegas NV 89030

The name and address of the Proposer and the RFP No. shall be clearly marked on the face of the envelope. If Proposer has already submitted the initial Request for Proposal response prior to receiving the addendum, addenda must be submitted in a sealed envelope and marked in the same manner as the original Request for Proposal.

- r) CSN accepts no responsibility or liability for any costs incurred by a responding firm prior to the execution of the contract.
- s) CSN reserves the right to contract for more or less than all of the services identified herein.

2. **EVALUATION OF PROPOSALS**

- a) An evaluation committee shall evaluate proposals based on the criteria listed below. CSN reserves the right to create a “short list” of Proposers to be interviewed. The Proposers invited to interview will be evaluated again using the same criteria, but the second evaluation will be based on each respondent’s presentation and discussion. At the conclusion of the evaluation, the committee will recommend a Proposer(s) for award.
- b) A contract will be awarded on the basis of which proposal CSN deems best suited to fulfill the requirements of the RFP. CSN also reserves the right not to make an award if it is deemed that no single proposal fully meets the requirements of this RFP.
- c) CSN will be the sole judge as to the acceptability, for our purposes, of any and all proposals.
- d) Any letters of recommendation that are submitted with the response, but not specifically requested, will not be evaluated.
- e) The evaluation committee reserves the right to evaluate and score the criteria in any order that it determines, not necessarily in the order listed below. In analyzing the proposals, CSN will consider, along with all other relevant and reasonable criteria, the following evaluation criteria:

Evaluation Criteria

- 1. Price
- 2. Plan for accomplishing RFP requirements
 - a. Equipment Specifications
- 3. Experience
 - a. History of the firm
 - b. Experience of all key personnel to include management, staff and any other personnel to be involved.
 - c. Firm’s experience in delivering similar services.
- 4. References
 - a. References for three (3) projects listed under Experience.
- 5. Additional Items
 - a. Bonding/Insurance
 - b. Pending Litigations/Judgments

3. **LATE PROPOSALS**

Formal, advertised Request for Proposals indicate a time by which the proposal must be received in the CSN Purchasing Department. Any proposal received after that date and time will be rejected and will not be considered or will be returned unopened upon request by, and at the expense of the Proposer. Proposer is responsible for ensuring third party deliveries arrive at the time and place as indicated in this document.

4. **PUBLIC OPENING OF RFPs**

At the date and time stated in this Request for Proposals, all proposals will be opened publicly and the name of the respondents will be recorded. To maintain confidentiality of all responses, no other information will be revealed at the opening or during the evaluation process. Prospective Proposers, their authorized agents and other interested parties are invited to be present.

5. **WITHDRAWAL OF PROPOSAL**

Any prospective Proposers may request withdrawal of a posted, sealed RFP prior to the scheduled opening time provided the request for withdrawal is submitted to the CSN Purchasing Department in writing, or presents themselves in person with proper identification to the CSN Purchasing Department and verbally requests the proposal be withdrawn and signs for its receipt.

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SECTION C
REQUEST FOR PROPOSAL GENERAL TERMS AND CONDITIONS

1. **ACCEPTANCE PERIOD**

The Proposer agrees to a minimum of a one hundred and twenty (120) calendar day acceptance period from the date of public opening.

2. **AWARD OF CONTRACT**

- a) Award will be made to the most responsible and responsive Proposer. The basis of award will be determined by evaluation of items as listed in Section B.2, titled "**Evaluation of Proposals**" and any other established purchasing methods that are applicable, which may include life cycle cost, quality, availability, conformance to specifications, financial capability and service, all in the best interests of the requesting department and CSN.
- b) CSN reserves the right to award to multiple vendors if it is in the best interest of the College.
- c) The initial term of a contract will not extend beyond August 31, 2012 unless funding related to the Project allows for an extension.
- d) The Proposer is solely responsible for the content of its proposal and that it meets the evaluation criteria set forth in the RFP. Previously published data in support of experience, financial or performance capability will be evaluated if such data reflects a current position and such data is submitted as a part of the response to the RFP.
- e) CSN reserves the right to reject any or all proposals or any part of the proposal and to waive informalities and minor irregularities in the proposals received.
- f) A formal Contract will be signed by each successful Proposer and the Board of Regents of the Nevada System of Higher Education on behalf of the College of Southern Nevada to perform this service.
- g) The Minimum Contract Terms and Conditions contained in Section D or, in the sole discretion of CSN, terms and conditions substantially similar to those, will constitute and govern any agreement that results from this RFP. If the Proposer takes exception to any terms or conditions set forth in the contract, then the Proposer will submit a specific list of the exceptions as part of its response to this RFP. Proposer's exceptions will be reviewed by CSN and may result in disqualification of Proposer's offer as non-responsive to this RFP. If Proposer's exceptions do not result in disqualification of the Proposer's response, then CSN may consider Proposer's exceptions when evaluating the Proposer's response.
- h) The CSN Purchasing Department reserves the right to enter into discussions with any one or all of the Proposers after proposals have been initially reviewed by CSN. Such discussions may be for clarification of proposal content contained in a responsive proposal and/or may result in a request for a "Best and Final" offer from Proposer(s). Such responses shall be subject to all provisions, terms and conditions as set forth in the Request for Proposal, unless otherwise modified.
- i) Any governmental, state, or public entity within the State of Nevada may utilize this RFP at their option to obtain equipment or services at the RFP price throughout the term of this contract.

3. **DISQUALIFICATION OF PROPOSERS**

Proposers may be disqualified and rejection of proposals may be recommended by the CSN Purchasing Department for any of (but not limited to) the following causes:

- a) Failure to use the forms furnished by CSN.
- b) Lack of signature by an authorized representative on the RFP Response Form.
- c) Failure to properly complete the response.
- d) Evidence of collusion among Proposers.
- e) Unauthorized alteration of forms.
- f) Failure to submit requested documents.
- g) Failure to furnish proof of receipt of any addendum pertaining to that particular project.
- h) Any Proposer who has defaulted on prior contracts or is guilty of misrepresentation by any member of that particular company.
- i) CSN reserves the right to waive any minor informality or irregularity.

4. **FAILURE TO FURNISH AT SPECIFIED PRICE**

If a successful Proposer fails to furnish any item at the price specified in the offer, whether such failure is due to a mistake of fact by the Proposer or any other reason, the Interim Director of Purchasing, may cause the name of such Proposer to be removed from the list containing the names of prospective Proposers to whom Request for Proposals are mailed, for such period of time, not exceeding one (1) year or less than six (6) months, or the payment of a penalty of five (5) percent of total price of all items on which was submitted, as the Interim Director of Purchasing may determine.

5. **INSPECTION AND ACCEPTANCE**

Inspection and acceptance (when applicable) will be made at destination.

6. **PAYMENT TERMS**

Payments shall be made within thirty (30) days of acceptance of the related invoice, unless otherwise stated. Should the acceptance of such invoices be in doubt, the successful Proposer shall not be due any interest or penalty on any unpaid amounts.

7. **PROMPT PAYMENT DISCOUNTS**

The offered discount of a successful Proposer will not form a part of the award evaluation. In connection with any discount offered, time will be computed from the date of delivery of the equipment or supplies at destination or from the date the correct invoice is received by CSN, whichever is later. Payment is deemed to be made for the purpose of earning the discount the date the CSN check is mailed.

8. **PROTESTS**

Any Proposer, offeror or contractor who is allegedly aggrieved in connection with the solicitation or award of a contract may protest. The protest must be submitted in writing to the Interim Director of Purchasing, within seven (7) days after such aggrieved person knows or should have known of the facts giving rise thereto. If the protest is not resolved by mutual agreement, the Interim Director of Purchasing will promptly issue a decision in writing to the Protester. If the Protester wishes to appeal the decision rendered by the Interim Director of Purchasing, such appeal must be made in writing to the CSN Senior Vice President for Finance & Facilities. The decision of the CSN Senior Vice President for Finance & Facilities will be final. The CSN Senior Vice President for Finance & Facilities need not consider protests unless this procedure is followed.

9. **SMALL BUSINESS CONCERNS**

- a) Minority business concerns will be afforded full opportunity to submit proposals in response to this Invitation and will not be discriminated against on the grounds of race, color, creed, sex, or national origin in consideration for an award.

DEFINITIONS AND REQUIREMENTS

(1) Minority Owned Business Enterprise (MBE)

An independent business which performs a commercially useful function and is at least 51% owned and controlled by one or more minority persons of African American, Hispanic American, Asian-Pacific American, or Native American ethnicity.

(2) Women Owned Business Enterprise (WBE)

An independent business which performs a commercially useful function and is at least 51% owned and controlled by one or more women.

(3) Disabled Owned Business Enterprise (DBE)

An independent business which performs a commercially useful function and is at least 51% owned and controlled by one or more disabled individuals pursuant to the Federal Americans with Disabilities Act.

(4) Veteran/Disabled Veteran Business Enterprise (VDBE)

An independent business which performs a commercially useful function and is at least 51% owned and controlled by one or more veterans/disabled veterans who have served in the active military and discharged under conditions other than dishonorable.

(5) Small Business Enterprise (SBE)

An independent business which performs a commercially useful function, is not owned and controlled by individuals designated as minority, women, veterans, or physically-challenged, and where gross annual sales does not exceed \$2,000,000.

- b) All Proposers, by signing this proposal, certify that they are an Equal Opportunity/Affirmative Action Employer, unless otherwise stated.
- c) CSN may request the successful Proposer to provide reports related to use of Second Tier sub-contractors/suppliers. Reports may include, but are not limited to: Second Tier sub-contractors/suppliers general information, descriptions of goods and/or services provided, and the dollar and percentage amount spent on Second Tier sub-contractors/suppliers in the performance of the RFP.

10. **SUSTAINABILITY**

- a) A key focus of CSN is to minimize the impact the procurement of goods and services has on the local environment. CSN is committed to sustainable economic, social, and environmental practices in all operations which CSN is involved. It is important that Proposers share this commitment as well. Therefore, sustainable goods and services should be offered whenever available and specifically when required in the proposal documents.
- b) CSN may request the successful Proposer to provide reports related to sustainability on all goods and services provided under this proposal. Reports may include, but are not limited to: sustainable attributes of each product or service, the dollar and percentage amount spent on sustainable or environmentally preferred products and services, and the total amount spent by CSN.
- c) All electronic equipment CSN purchases must be Energy Star rated (or, if there is no Energy Star rating for the desired equipment, energy efficient models or substitutes are preferred). The requirement to purchase Energy Star rated equipment will improve the College's energy and financial performance while distinguishing our institution as an environmental leader.

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SECTION D
MINIMUM CONTRACT TERMS AND CONDITIONS

For purposes of this Section, the Successful Proposer shall be referred to as "Contractor."

1. **TERM**

The term of the contract shall not extend beyond August 31, 2012 unless funding for the Project allows for an extension.

2. **PAYMENTS**

Payments shall be made within thirty (30) days of acceptance of the related invoice, unless otherwise stated. Should the acceptance of such invoices be in doubt, the successful Proposer shall not be due any interest or penalty on any unpaid amounts.

3. **INSURANCE**

At a minimum, Contractor shall procure and maintain the following insurance:

- 1) Commercial General liability insurance including coverage for premises/operations, products/completed operations and personal injury in the amount of \$1,000,000 per occurrence and \$2,000,000 annual aggregate;
- 2) Automobile liability insurance will be a Combined Single Limit of \$ 500,000 per occurrence;
- 3) Workers Compensation insurance as required by Nevada Revised Statutes; Limits shall be at least \$100,000 per occurrence and for occupational disease.

The Board of Regents of the Nevada System of Higher Education shall be named as additional insured on all primary and excess umbrella policies affording the broadest possible coverage. Endorsements shall be submitted to allow blanket addition as required by contract or individualized endorsement naming NSHE as an additional insured.

Contractor shall provide certificates of insurance evidencing the required insurance prior to the effective date of the contract.

CSN reserves the right to request higher limits from Contractor depending upon what combination of services the successful Contractor will be performing.

4. **ADDITIONS/CHANGES**

No extra work, additions, alterations, including changes in price will be paid by NSHE/CSN unless agreed to and performed pursuant to and in accordance with a written revision to the order.

5. **CANCELLATION/TERMINATION**

NSHE/CSN reserves the right to cancel this order without cause by providing a sixty (60) day written notice. An equitable adjustment in price and/or delivery schedule will be negotiated for products completed or in process at the time of the cancellation, but in no event shall NSHE/CSN be required to pay more than Seller's actual cost of labor and supplies consumed to the point of cancellation.

Either party shall have the right to terminate further performance of the contract upon material breach of the other party which continues uncured after sixty (60) days' written notice. On the effective date of the termination, Contractor shall terminate all work and take all reasonable actions to mitigate expenses. In

the event of such termination, Contractor agrees to pay CSN any amounts due within thirty (30) calendar days of the termination date.

6. **DEFAULT OF CONTRACTOR**

In case of default of Contractor, CSN may procure the articles or services from other sources and hold Contractor responsible for any excess cost occasioned thereby; provided, that if public necessity requires the use of materials or supplies not conforming to the specifications they may be accepted and payment therefore shall be made at the proper reduction in price.

7. **OFFICIAL, AGENT AND EMPLOYEES OF OWNER NOT PERSONALLY LIABLE**

In no event shall any official, officer, employee, or agent of CSN in any way be personally liable or responsible for any covenant, whether expressed or implied, nor for any statement, representation or warranty made in the contract or in any connection with the contract.

8. **INDEMNIFICATION**

Contractor shall indemnify, defend and hold harmless the Board of Regents of the Nevada System of Higher Education, its officers, employees and agents from and against any and all liabilities, claims, losses, lawsuits, judgments and or expenses, arising either directly or indirectly from any act or failure to act by the Contractor or any of its officers or employees, which may occur during or which may arise out of the performance of the Contract, including Contractor's use of CSN facilities or equipment.

9. **APPROPRIATIONS**

The terms of the Contract are contingent upon sufficient appropriations and authorizations being made by CSN for the performance of the Contract. If sufficient appropriations and authorizations are not made by CSN, CSN may terminate the Contract, without penalty, upon written notice to Contractor. CSN's decision as to whether sufficient appropriations are available shall be accepted by Contractor and shall be final.

10. **PERFORMANCE BOND**

Upon the execution of the Contract, Contractor shall deliver to CSN an executed standard performance bond, with approved surety, payable to The Board of Regents of the Nevada System of Higher Education on behalf of the College of Southern Nevada, in an the amount equal to the annual commission for the first year of the contract. The bond shall be guarantee for the faithful performance by the Contractor of its obligations under the contract, as such contract may be amended from time to time. The sureties of all bonds shall be from such a security company or companies as are reasonably approved by CSN and are authorized to transact business in the State of Nevada. No contract shall be deemed in effect until bonds and insurance are in effect and the contract is completely executed. The bond shall remain in effect throughout the term of the contract, any extensions thereof, and for at least ninety (90) days after expiration or earlier termination of the contract.

11. **ASSIGNS AND SUCCESSORS**

Contractor shall not assign, transfer or delegate any rights, obligations or duties under the contract without the prior written consent of the CSN.

12. **COMPLIANCE**

Contractor agrees to comply with all OSHA, EPA, ADA, HIPAA, FERPA, NCAA and other relevant state and federal standards, codes and regulations that may apply. As requested by CSN, Contractor shall provide properly authenticated documents or other satisfactory proof of compliance with such requirements.

13. **CONFIDENTIALITY**

Contractor agrees to keep all confidential information secure and not to disseminate or use any materials and/or data that belongs to CSN, whether originals or copies. Contractor acknowledges that CSN would be materially harmed if such confidentiality is not maintained and any referenced material and/or data was disseminated in any form without CSN prior written approval.

14. **DEBARMENT/SUSPENSION STATUS**

Contractor certifies that it is not suspended, debarred or ineligible from entering into contracts with the Executive Branch of the Federal Government, or in receipt of a notice of proposed debarment from any State agency or local public body. Contractor agrees to provide immediate notice to CSN's Purchasing Department in the event of being suspended, debarred or declared ineligible by any State or Federal department or agency, or upon receipt of a notice of proposed debarment during the term of this Contract.

15. **EQUAL EMPLOYMENT OPPORTUNITY**

Contractor certifies that it and/or its subcontractors do not discriminate against any employee or applicant for employment or person to whom they provide services because of race, color, religion, gender, sexual orientation, age, national origin or disability, and that they comply with all applicable Federal, State and local laws and executive orders regarding employment.

In the event that Contractor or its subcontractors are found liable by an appropriate authority to be in violation of any Federal, State or local law, CSN may declare the Contractor in breach of the Contract and immediately terminate the Contract.

16. **GOVERNING LAW**

The laws of the State of Nevada shall govern the validity, construction, interpretation and effect of the Contract. Any and all disputes arising out of or in connection with the Contract shall be litigated in a court of competent jurisdiction in Clark County, State of Nevada, and Contractor expressly consents to the jurisdiction of said court.

17. **INDEPENDENT CONTRACTOR**

Contractor shall be subject to and operate under all applicable Federal, State, City and Municipal enactments, codes and ordinances and those of the State of Nevada regarding workers' compensation insurance and expressly covenants and agrees that its employees engaged in work under the Contract are not, and shall not be treated or considered as the servants and employees of CSN, it being the intention of the parties that Contractor shall be and remain an independent contractor, and that nothing in the Contract shall be construed inconsistent with that status. Contractor covenants and agrees to save and hold harmless CSN from and against any and all damages, claims, costs or expenses whatsoever, due to the existence of such enactments, codes, ordinances and of any and all claims, costs and expenses in connection therewith under any claim or subrogation provided by said enactments, codes, ordinances or otherwise.

18. **MODIFICATION**

No alteration, modification, amendment or supplement to the contract or any of its provisions shall be effective, enforceable or binding unless made in writing and duly signed by the parties.

19. **INTEGRATION**

The Contract, together with all attachments, proposal documents, appendixes, exhibits and other attachments, will constitute the entire agreement between the parties and will supersede all previous agreements, whether written or oral between the parties, whether expressed or implied and shall bind the parties unless amended in a writing executed by the authorized parties.

20. **NOTICES**

Written notices required under the Contract shall be sent certified mail, return receipt requested, to the parties at the addresses designated in the Contract.

21. **OWNERSHIP OF MATERIALS**

Contractor acknowledges that any materials and/or data that may result from its efforts, as related to the Contract, are the property of CSN, and, as such, may not be disseminated in any form whatsoever to any person, group or organization without the prior written authorization of CSN. Contractor further acknowledges that it is acting as the Custodian of Record for all materials and/or data that may result from the contract and that all such materials and/or data must be transmitted, in its/their original and copied form, to CSN within seventy-two (72) hours of CSN request to do so, and that its role as Custodian of Record shall remain as long as it has in its possession any such referenced materials and/or data.

22. **TAXES, LICENSES AND PERMITS**

It shall be Contractor's responsibility to secure all required licenses, permits, franchises, lawful authority and insurance necessary for the proper execution and completion of the work involved under the Contract. Contractor shall pay all required fees, taxes and other charges applicable.

23. **LAWS, RULES, AND REGULATIONS**

Contractor agrees to comply with all CSN policies, county ordinances, state and federal laws that may be applicable to its performance under the Contract.

24. **SEVERABILITY**

In the event any one or more of the provisions of the Contract shall for any reason be held to be invalid, illegal or unenforceable, such provision(s) shall be treated as severable, leaving the remaining provisions of the Contract unimpaired, and the Contract shall be construed as if such invalid, illegal or unenforceable provision(s) were not present.

25. **USE OF COLLEGE NAME AND/OR LOGO IN ADVERTISING**

Contractor acknowledges that it shall not use any name, mark, logo, design or other symbol of the Board of Regents of the Nevada System of Higher Education and/or CSN in the performance of its services, in its advertising, or in the production of any materials related to the Contract, without the prior written approval of CSN.

26. **WAIVER**

A failure or delay of either party to enforce at any time any of the provisions of the Contract shall not be construed to be a waiver of a party's right to enforce strict compliance of such provisions(s) of the Contract.

27. **NOT A PARTNERSHIP**

The provisions of the Contract are not intended to create, nor shall they be in any way interpreted or construed to create, a joint venture, partnership or any other similar relationship between the parties.

28. **PUBLIC RECORDS**

Notwithstanding anything contrary in the Contract, the Contract is subject to the provisions of the State of Nevada Public Records Law, Nevada Revised Statutes (NRS) 239.010, such that the Contract and other information or documents received from Contractor may be open to public inspection and copying. CSN will have the duty to disclose unless a particular record is made confidential by law or a common law balancing of interests. Contractor may label specific parts of an individual document as a "trade secret" or "confidential" in accordance with NRS 333.333, provided that Contractor thereby agrees to indemnify and defend CSN for honoring such a designation. The failure to so label any document that is released by CSN shall constitute a complete waiver of any and all claims for damages caused by any release of the records.

29. **INSPECTION**

CSN shall have the right to inspect the operation thereof and the work of Contractor with respect to the quality and quantity methods and procedures, sanitary and safety standards, cleanliness, appearance and conduct of Contractor's employees, operating hours, and general housekeeping and upkeep of premises. CSN shall have the right to make reasonable regulations with regard to all such matters and Contractor agrees to comply with such regulations.

30. **SALES TAX**

Contractor shall be solely responsible for collection of sales tax and remittance to the State. NSHE/CSN is exempt from Nevada State Sales Tax as provided by Nevada Revised Statutes 372.325 and 374.330. The NSHE State Tax Exempt Number is RCE-004 115. The Federal Tax ID number is 88-6000024.

31. **FACILITIES AND EQUIPMENT**

- a. The Contractor shall provide all such equipment as may be needed to provide services. All of the Contractor's equipment shall be of good quality.
- b. CSN shall provide Contractor with reasonable access to the service facilities such as loading and unloading areas as are necessary for Contractor's performance.
- c. Contractor shall not use the equipment or facilities to provide any services to any third party without prior written consent from CSN.
- d. Contractor is responsible for loss of, theft of, or damage to any personal property of Contractor or its authorized users, located within the CSN facilities or on CSN property.

32. SERVICES TO FACILITIES

Contractor agrees to make every reasonable effort to conserve utilities and to operate equipment in an efficient manner.

Contractor shall coordinate refuse removal and disposal with CSN. Contractor shall be responsible for placing all refuse in the appropriate dumpster.

33. LIMITATION ON WARRANTIES

CSN EXPRESSLY DISCLAIMS AND EXCLUDES ALL WARRANTIES OF ANY KIND CONCERNING CSN EQUIPMENT OR FACILITIES, INCLUDING, BUT NOT LIMITED TO, WARRANTIES OF FITNESS OF PURPOSE OR OF MERCHANTABILITY. CSN DOES NOT GUARANTEE THE ACCURACY OF ANY TEST RESULTS USER MAY OBTAIN FROM USING CSN EQUIPMENT OR FACILITIES.

34. LIMITATION OF LIABILITY

EVEN IF ADVISED OF THE POSSIBILITY OF SUCH DAMAGES, CSN SHALL NOT UNDER ANY CIRCUMSTANCES BE LIABLE TO CONTRACTOR OR ANY OTHER PARTY FOR: (A) PERSONAL INJURY OR PROPERTY DAMAGE; OR (B) LOST PROFITS, WORK STOPPAGE, LOST DATA, COMPUTER HARDWARE OR SOFTWARE DAMAGE, FAILURE OR MALFUNCTION, OR ANY OTHER SPECIAL, INDIRECT, OR CONSEQUENTIAL DAMAGES OF ANY KIND.

35. REMOVAL OF CSN EQUIPMENT

The Successful Proposer will not remove nor permit the removal of any fixture, furnishing or equipment owned by CSN without the prior approval of CSN.

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SECTION E
SCOPE OF WORK/SPECIFICATIONS

I. Project Background and Scope

A. Introduction

The College of Southern Nevada is seeking proposals from qualified firms to provide an Emergency Call Box System (herein after referred to as ECBS) which will include all equipment (pole mounted call box units, wall mounted call box units, free standing tower units (with and without speakers), Wi-Fi Antennas, etc.), hardware, software, peripherals, programming, required interfacing with other systems, site testing, and training.

B. Project Services

1. As a part of the College of Southern Nevada's Emergency Preparedness Project, the CSN Police Department requires the installation of an Emergency Call Box System for each of the three (3) main campus locations (West Charleston, Cheyenne and Henderson). The design intent is that the substations will be tied into the VoIP system as internal analog phone lines, which will allow the substations to be programmed to ring at any desktop phone.
2. CSN will provide specifications and drawings indicating the approximate locations. The Contractor shall assist to determine the final equipment layout and exact equipment location in order to ensure coverage that fully satisfies the intent of the ECBS.
3. Contractor shall provide a complete turnkey system including all software, hardware, equipment, peripherals, connections, programming, interfaces with other systems, testing, on-site system training, labor and all other incidental materials and appliances necessary as described herein and in the technology and security drawings to provide a complete and functional ECBS regardless of any materials and/or equipment not listed or described in these specifications and/or technology and security drawings.
4. Contractor shall submit complete detailed shop drawings, with equipment layouts, system schematics, and riser diagrams, prior to the procurement of equipment or commencement of work.
5. Contractor shall provide a minimum three (3) year warranty on the system and all parts and labor.
6. Contractor shall guarantee the wire, cable and installation from twelve (12) months from date of acceptance.

C. Contractor Experience

- a. The Contractor shall have a service facility with experienced staff capable of providing comprehensive maintenance and service for the specified system within a twenty-four (24) hour response time.
- b. Three (3) years experience in the installation of ECBS systems similar in scope and equipment applications.

- c. Three (3) installed systems, comparable to the Owner's installation, where ECBS have been installed and the systems have been in continuous satisfactory operation for at least one (1) year or longer. The Contractor shall provide names, addresses and telephone numbers of the operating personnel who can be contacted regarding the installed system.
- d. Installers must have been trained and experienced in the specific installation, programming and testing of the equipment to be used in the installation. Contractor shall possess any and all relevant certifications required by the manufacturer prior to the installation of the manufacturer's specific products. Contractor shall provide a list of their technical support staff in addition to their work experience, training history and manufacturer's certification.
- e. Qualified Contractors should submit proof of all certifications and experience detail with their submittal.

D. Pre-Installation and Post-Installation Requirements

Pre-Installation

- a. Original Equipment Manufacturer (OEM) documentation for each component proposed must be provided to CSN, which certifies performance characteristics. Contractor shall not purchase or install any equipment until OEM documentation has been received and approved by Architect/Engineer.
- b. Product data sheets for all proposed system components must be provided to CSN. Product data sheets shall include an equipment schedule listing of all system components to be installed in the project and the manufacturer's product reference specification literature for all products to be utilized and/or installed in the project. Contractor shall not purchase or install any equipment until product data sheets have been received and approved by Architect/Engineer.
- c. Contractor shall provide CSN shop drawings of the proposed layouts of equipment, panels and cabinets. Shop drawings shall include complete installation drawings including block diagrams and functional diagrams of all sub-systems and integrated systems and terminal point to point wiring diagrams for each type of device including correct terminal or connector pin designations. Wiring diagrams shall include layouts of the equipment in the Equipment Room/Telecommunications rooms. Contractor shall not install any equipment until shop drawings have been received and approved by Architect/Engineer.

Post-Installation

- a. The Contractor shall provide CSN with two (2) complete drawing books and maintenance/operations manuals in PDF Format and CD-ROM format. These manuals shall include basic wiring diagrams, schematics, and functional details such that any component, wire, or piece of equipment in the system may be easily identified by going to the actual piece of equipment and making reference to the manual. It is required that everything in the system be neatly labeled and easily identifiable. Every terminal, wire, component, or piece of equipment, relay, and other such items shall have a number or letter designation. All of these characteristics shall be included in the maintenance and operations manual.

CSN RFP # 200 Emergency Call Box System

- b. Contractor shall prepare, update and make available to the Architect/Engineer a comprehensive set of "as built" drawings using the original scale, indicating exact dimensions and locations of all ECBS equipment as described in this section to include equipment layouts to, and within, the Equipment Room/Telecommunications Rooms such as racks, trays, cable runs, cable pathways, cable terminations, and labeling scheme. These drawings shall be turned over to Architect/Engineer at the time of final systems acceptance. Final payment will not be paid until these drawings are received and approved by Architect/Engineer.
- c. Contractor shall provide three (3) sets of test documentation for the ECBS to the Architect/Engineer at the time of final systems acceptance. Final payment will not be paid until these drawings are received and approved by Architect/Engineer.
- d. In the absence of a test designed by the manufacturer, the Contractor shall use the operator's manual to demonstrate the ability to complete each of the functions.
- e. Contractor shall furnish the original Certificate of Warranty to the Architect/Engineer. Final payment will not be paid until received and approved by Architect/Engineer.
- f. Contractor shall provide warranty information to include the name, address and phone number contacts for warranty call outs.
- g. Contractor will submit a Certificate of Completion of Installation and Service Training

E. Products

1. System Architecture

- a. The ECBS shall be comprised of intercom substations with blue strobe lights as indicated in the construction documents.
- b. The ECBS devices will be programmed to dial the assigned CSN specified number.
- c. Activation of an intercom sub-station's call button shall generate a "transparent" alarm that will initiate automatic camera call-up.
- d. Interface auxiliary dry contacts from each ECBS device, via an off hook detector to provide automatic camera call-up and increasing record rate. Provide all hardware, software, programming and cabling as necessary.

2. Hardware

- a. ECBS devices shall consist of a high quality, hands-free intercom substation with a dual button emergency/information call switch with blue light and strobe mounted in a vandal-resistant, free-standing unit and shall be specifically designed for outdoor emergency communication applications.
- b. ECBS are required to have a battery backup for daytime operations.
- c. The security intercom station shall include heaters as necessary to ensure operation during low ambient temperature conditions.

- d. The security intercom station shall include an LED to identify “call placed” and “call answered” conditions.
- e. Provide circuitry as required to provide functions as specified herein. Locate all circuitry within the security intercom station backboxes.
- f. Interface the security intercom station with the Owner’s VoIP system.
- g. Interface the security intercom station to provide for automatic camera call-up when the call button is pressed.
- h. Minimum Specifications:
 - i. Construction 12 gauge stainless steel, tamper resistant, weatherproof
 - ii. VoIP Interface Compatible with the Owner’s VoIP System
 - iii. Auxillary Contacts As required to provide functions and interface as specified
 - iv. Programming Remote through touch-tone telephone. Password protected.
 - v. Mounting Free standing unit
 - vi. Mounting Pole Mounted
 - vii. Mounting Building Mounted
 - viii. Light High visibility, Blue
 - ix. Strobe Flash Rate 65 flashes per minute
 - x. Lamp Life More than 10,000 hours
 - xi. Power Requirements 120VAC

3. Interface Requirements

- a. Provide an interface between the Electronic Access Control (EAC) and the ECBS.
- b. The interface shall provide a history record of each call placed, including call initiating station, call station, call priority, call time, answer time and disconnect time.
 - i. Camera Call-up
 - 1. When a call is answered from the Security Desk telephone station, the interface shall automatically call-up and display an adjacent camera (as applicable) on the intercom processing monitor.
 - 2. When a call is placed to a substation from the Security Desk telephone station, the interface shall automatically call-up and display an adjacent camera (as applicable) on the intercom processing monitor.

3. Camera call-up and display shall occur within one second of call initiation.
4. The camera shall remain displayed on the intercom processing monitor for the duration of the call.

F. Training

1. Basic Functions

- a. Contractor shall provide an initial training session for a comprehensive understanding of the Electronic Personal Protection System.
- b. At the completion of the initial session, the trainees should be capable of carrying out any and all of the day-to-day functions.
- c. Owner will determine the appropriate personnel and quantity of personnel once the contractor provides notice that they are prepared to train.

2. System-Wide Hardware Overview and Troubleshooting

- a. Contractor shall provide training that covers each of the devices that are incorporated into the Electronic Personal Protection System and the complete operational capabilities.
- b. Contractor shall instruct trainees in the day-to-day care and routine maintenance requirements for each of the devices.
- c. At the end of the session, trainees should be capable of answering any instructor's questions concerning operation of any of the individual devices.
- d. The trainees will have a good understanding of how the system operates in order to provide basic troubleshooting functions.
- e. Contractor shall provide follow-up training for each of the specified training modules through formal and informal sessions as deemed necessary by the facility.
- f. Contractor shall train the Customer's maintenance personnel in the procedures and schedules involved in operating, troubleshooting, servicing, and preventative maintenance of the system. The Contractor shall also provide a minimum of eight (8) hours (or a minimal number of hours Owner deems necessary) training with Operator's Manuals and Users Guides distributed at the time of this training.
- g. Contractor shall schedule on site training with Customer at least seven (7) days in advance of the training.
- h. Contractor shall furnish Owner with DVD of the training for owner's use in training new or additional employees as Owner needs dictate.

G. General

1. All equipment and work performed shall comply with all of the current and applicable Codes, Rules, Ordinances, Regulations and Standards, the laws of the State of Nevada, the National Board of Fire Underwriters, the National Fire Protection Association and the National Electrical Code. If in the opinion of the Contractor, there is anything in the drawings or specifications that will not strictly

comply with the above laws, ordinances and rules, the matter should be referred to the Architect/Engineer for a decision before proceeding with that part of work. Contractor shall be certain that all installation work areas are secure and made safe in accordance with Occupational Safety and Health Administration (OSHA) regulations.

2. An appropriate construction schedule shall be developed by the Contractor and will be subject to approval by the Owner. The construction schedule should include at least one installation supervisor, or lead technician, for on-site management of the project. Prior to starting the installation, the assigned installation supervisor, or lead technician, shall participate in a walk-through of the project location with Owner's assignee to review the installation documentation, verify that all construction necessary for the installation has been completed, and verify all installation methods and cable routes. Contractor shall coordinate all work with Owner's assignee to be designated at a future date.
3. Contractor shall provide all screws, anchors, clamps, tie wraps, distribution rings, miscellaneous grounding and support hardware, etc., necessary to facilitate the proper installation and support of the security system.
4. Contractor shall furnish any special installation equipment or tools necessary to complete the installation properly. This may include tools for terminating cables, testing and splicing equipment for copper/fiber cables, communication devices, jack stands for cable reels, or cable wrenches.
5. All items of equipment, including wire and cable, will be designed by the manufacturer to function as a complete system and will be accompanied by the manufacturer's complete service notes and drawings, detailing all interconnections.
6. Contractor shall be an established communications and electronics contractor that has had and currently maintains a locally run and operated business for at least three (3) years. The Contractor shall utilize a duly authorized distributor of the equipment supplied for this project location with full manufacturer's warranty privileges.
7. Contractor shall show satisfactory evidence, upon request, that the supplier maintains a fully equipped service organization capable of furnishing adequate inspection and service to the system. The supplier shall maintain at his facility the necessary spare parts in the proper proportion as recommended by the manufacturer to maintain and service the equipment being supplied.
8. Contractor will directly supervise installation and start up of all systems. The Contractor will be a local agency regularly engaged in installation, repair, and maintenance of such systems. The Contractor will be accredited by the proposed equipment manufacturers and be prepared to offer a service contract for system maintenance on completion of the guarantee period and provide the names, locations, and size of five (5) recent successful installations in the area.
9. Contractor will be responsible for providing all specified equipment and mentioned services for all equipment as specified herein. The Contractor must be a local authorized distributor of all specified equipment for single source of responsibility and shall provide documents proving such. The Contractor shall provide written proof that the agency is adequately staffed with factory-trained technicians for all of the specified equipment. The Contractor shall currently be providing all services for the equipment in these specifications and have been providing these services for a minimum of three (3) years.
10. Contractor shall guarantee availability of local service by factory-trained personnel of all specified equipment from an authorized distributor of all equipment specified under this section. On-the-premise maintenance shall be provided at no cost to the purchaser for a period of one (1) year from

date of acceptance unless damage or failure is caused by misuse, abuse, or neglect.

11. Contractor shall visit the sites and familiarize himself with the existing conditions and field requirements prior to submitting a proposal.

12. REPAIRS

- a. Wherever walls, ceilings, floors, or other building finishes are cut for installation, the Contractor shall repair, restore, and refinish them to their original appearance.
- b. Contractor shall clean and/or repair any and all damages to the building site, which result from the installation process.
- c. Contractor shall replace or repair, to the satisfaction of CSN, any components damaged as a result of handling and installation.
- d. Contractor shall test each operational component and replace defective items.
- e. Contractor shall touch up marred or abraded finished surfaces to match adjacent finishes, replace damaged components that cannot be acceptably repaired, and provide a one (1) year installation guarantee on the original systems installation, including all electrical systems.

13. FIELD QUALITY CONTROL

All work shall be done in a thorough and conscientious manner according to industry standards and shall be subject to inspection and acceptance by CSN designated personnel. Work that is determined to be sub-standard or does not conform to industry standards will be subject to replacement or repair at no additional cost to the Owner.

14. MANUFACTURER'S FIELD SERVICES

Contractor shall provide services of a duly factory authorized service representative for this project location to supervise the field assembly and connection of components and the pre-testing, testing, and adjustment of the system.

15. INSPECTION

- a. Contractor shall make observations to verify that units and controls are properly labeled and that interconnecting wires and terminals are identified.
- b. The Architect/Engineer shall schedule an inspection of the installation and provide Contractor with a punch list of any required actions. The Contractor shall make adjustments as directed within a maximum of seven (7) calendar days from the date of the punch list.

16. TESTING

- a. Contractor shall rectify deficiencies indicated by tests and completely retest work affected by such deficiencies at Contractor's expense. The Contractor shall also verify by the system test that the total system meets the specifications and complies with applicable standards.
- b. The Contractor shall perform all tests submitted as part of this Section.

- c. The Contractor shall activate all devices for proper system operation, including supervisory and trouble circuit tests.
- d. A test report for each piece of equipment shall be prepared by the Contractor and submitted to the Owner. This report shall include a complete listing of every device, the date it was tested, by whom and the results. The final test reports shall indicate that every device tested successfully. Failure to completely test and document the tests will result in a delay of final testing and acceptance.

17. CLEANING AND PROTECTION

- a. The installation shall be performed in a professional manner.
- b. On a daily basis, clean up and deposit in appropriate containers all debris from work performed under the appropriate specification sections. Stack and organize all parts, tools and equipment when not being used.
- c. Preparation, handling and installation shall be in accordance with the Manufacturer's written instructions and technical data appropriate to the product specified.
- d. All work shall conform to the National Electrical Contractor's Association "Standard of Installation" for general installation practice.
- e. At the conclusion of the installation, all work areas, including all panel boxes, shall be vacuumed and cleaned to remove all debris and grease. Prior to final acceptance, the Contractor will clean the system components and protect them from damage and deterioration.

H. WARRANTY

- a. Contractor guarantees all equipment, labor, materials, and workmanship furnished as required. The warranty will commence from either the date of final system acceptance or the date of the Certificate of Project Substantial Completion, whichever occurs last.
- b. Contractor shall render warranty service on-site within 24 hours of Customer's request to repair or replace any defective materials, equipment, and/or workmanship without cost to the Customer.
- c. System shall include a factory warranty that equipment is free from defects in design, material, manufacturing and operation.
- d. Factory warranty period shall be for 36 months from date of shipment.
- e. Installing communications contractor shall guarantee the equipment, wire, cable, and installation for twelve (12) months from date of acceptance.
- f. In all instances, the Contractor must fully warrant all equipment; equipment shall not prove unreliable during the first year of system operation. "Unreliable", for the purpose of this section, is defined as exhibiting a tendency toward malfunction. For purposes of reliability acceptance, the first year of service will begin upon system acceptance. The warranty period will extend throughout the entire first year.

SECTION F
PRICING RESPONSE FORM

A. HENDERSON CAMPUS EQUIPMENT – Site Plans are on website in PDF format

1. TOWER UNIT WITH SPEAKERS:

360 Degree Audio Dispersion, Dual Button
Emergency/Assistance Phone, LED Blue Light, Strobe
Light, Battery Backup, ADA Compliant, Wireless Capability,
Outdoor Use

(1 each).....

\$ _____ \$ _____
Unit Cost Total Cost

2. BUILDING/WALL MOUNTED UNIT:

Dual Button Emergency/Assistance Phone, LED Blue Light,
Strobe Light, Battery Backup, ADA Compliant, Wireless Capability,
Outdoor Use, Mounting Hardware

(1 each).....

\$ _____ \$ _____
Unit Cost Total Cost

3. POLE MOUNTED UNIT:

Dual Button Emergency/Assistance Phone, LED Blue Light,
Strobe Light, Battery Backup, ADA Compliant, Wireless Capability,
Outdoor Use, Mounting Hardware

(2 each).....

\$ _____ \$ _____
Unit Cost Total Cost

4. Wi-Fi ANTENNA:

Wireless Capability, Outdoor Use, Mounting Hardware

(1 each).....

\$ _____ \$ _____
Unit Cost Total Cost

B. WEST CHARLESTON CAMPUS EQUIPMENT - Site Plans are on website in PDF format

5. TOWER UNIT WITH SPEAKERS:

360 Degree Audio Dispersion, Dual Button
Emergency/Assistance Phone, LED Blue Light, Strobe
Light, Battery Backup, ADA Compliant, Wireless Capability,
Outdoor Use

(1 each).....

\$ _____ \$ _____
Unit Cost Total Cost

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6. BUILDING MOUNTED UNIT

Dual Button Emergency/Assistance Phone, LED Blue Light, Strobe Light, Battery Backup, ADA Compliant, Wireless Capability, Outdoor Use, Mounting Hardware

(1 each).....

\$ _____ \$ _____
Unit Cost Total Cost

7. POLE MOUNTED UNIT

Dual Button Emergency/Assistance Phone, LED Blue Light, Strobe Light, Battery Backup, ADA Compliant, Wireless Capability, Outdoor Use, Mounting Hardware

(6 each).....

\$ _____ \$ _____
Unit Cost Total Cost

8. TOWER UNIT WITHOUT SPEAKERS:

Dual Button Emergency/Assistance Phone, LED Blue Light, Strobe Light, Battery Backup, ADA Compliant, Wireless Capability, Outdoor Use

(1 each).....

\$ _____ \$ _____
Unit Cost Total Cost

9. Wi-Fi ANTENNA:

Wireless Capability, Outdoor Use, Mounting Hardware

(1 each).....

\$ _____ \$ _____
Unit Cost Total Cost

C. CHEYENNE CAMPUS EQUIPMENT - Site Plans are on website in PDF format

10. TOWER UNIT WITH SPEAKERS:

360 Degree Audio Dispersion, Dual Button Emergency/Assistance Phone, LED Blue Light, Strobe Light, Battery Backup, ADA Compliant, Wireless Capability, Outdoor Use

(1 each).....

\$ _____ \$ _____
Unit Cost Total Cost

11. BUILDING MOUNTED UNIT

Dual Button Emergency/Assistance Phone, LED Blue Light, Strobe Light, Battery Backup, ADA Compliant, Wireless Capability, Outdoor Use, Mounting Hardware

(3 each).....

\$ _____ \$ _____
Unit Cost Total Cost

12. POLE MOUNTED UNIT

Dual Button Emergency/Assistance Phone, LED Blue Light, Strobe Light, Battery Backup, ADA Compliant, Wireless Capability, Outdoor Use, Mounting Hardware

(4 each).....

\$ _____ \$ _____
Unit Cost Total Cost

13. TOWER UNIT WITHOUT SPEAKERS:

Dual Button Emergency/Assistance Phone, LED Blue Light, Strobe Light, Battery Backup, ADA Compliant, Wireless Capability, Outdoor Use

(1 each).....

\$ _____ \$ _____
Unit Cost Total Cost

14. Wi-Fi ANTENNA:

Wireless Capability, Outdoor Use, Mounting Hardware

(1 each).....

\$ _____ \$ _____
Unit Cost Total Cost

D. ADDITIONAL EQUIPMENT & HARDWARE/SOFTWARE

15. SOFTWARE REQUIREMENTS:

Provide and install software that is compatible with the existing CSN Infrastructure

Provide Software Cost \$ _____

Annual Licensing Costs \$ _____

16. WARRANTY/MAINTENANCE (If applicable) \$ _____

17. ADDITIONAL HARDWARE REQUIREMENTS:

Qty		\$	\$
	Description	Unit Cost	Total Cost

Qty		\$	\$
	Description	Unit Cost	Total Cost

Qty		\$	\$
	Description	Unit Cost	Total Cost

18. EQUIPMENT INSTALLATION, PROGRAMMING AND FUNCTIONAL CHECK COST \$ _____

19. ON-SITE TRAINING COST \$ _____

TOTAL BID PRICE..... \$ _____

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SECTION G
RFP RESPONSE FORM

ACKNOWLEDGMENT OF ADDENDA:

The undersigned acknowledges receipt of the following addenda:

Addenda No. _____ Dated _____ Addenda No. _____ Dated _____

Addenda No. _____ Dated _____ Addenda No. _____ Dated _____

The undersigned, as an authorized representative for the Company named below, acknowledges that he/she has examined this Request for Proposal including any related documents, and hereby offers to furnish all labor, materials, tools, supplies, equipment and services necessary to comply with the specifications, terms and conditions set forth herein and at the prices stated.

COMPANY NAME: _____

SIGNATURE: _____ DATE: _____

PRINTED NAME AND TITLE: _____

ADDRESS: _____

CITY/STATE/ZIP: _____

PHONE NO.: _____ FAX NO.: _____

E-MAIL ADDRESS: _____ FEDERAL TAX ID NO: _____

Please check the appropriate box below all in accordance with Section C – General Terms & Conditions.

MINORITY BUSINESS TYPE:

- | | | | |
|------------------------------------|--------------------------|--|--------------------------|
| Minority Owned Business Enterprise | <input type="checkbox"/> | Women Owned Business Enterprise | <input type="checkbox"/> |
| Disable Owned Business Enterprise | <input type="checkbox"/> | Veteran/Disabled Veteran Business Enterprise | <input type="checkbox"/> |
| Small Business Enterprise | <input type="checkbox"/> | Not Applicable | <input type="checkbox"/> |

DEBARMENT/SUSPENSION STATUS

1. The Proposer/contractor certifies that it is not suspended, debarred or ineligible from entering into contracts with the Executive Branch of the Federal Government, or in receipt of a notice of proposed debarment from any State agency or local public body.
2. The Proposer/contractor agrees to provide immediate notice to CSN's Purchasing department in the event of being suspended, debarred or declared ineligible by any State or Federal department or agency, or upon receipt of a notice of proposed debarment that is received after the submission of this proposal but prior to the award of the purchase order/contract.

EXCEPTIONS

Any exceptions to any of the specifications or requirements of this RFP shall be noted in writing, and attached to the proposal when submitted. By taking exceptions and clearly stating them in writing on a separate sheet of paper headed "EXCEPTIONS", and by offering alternates to replace the stated requirements, the Proposer may still compete in the solicitation. However, the CSN Purchasing Department shall be the sole judge of the acceptance or rejection of any exceptions.

Are there exceptions to this proposal? YES _____ NO _____

LIST OF SUBCONTRACTOR(S) (if applicable)

Subcontractor Name: _____

Contact Person _____ Telephone Number _____

Description of Work _____