

**SCHOOL DISTRICT OF THE CITY OF SAGINAW
REQUEST FOR PROPOSAL FOR INTRUSION DETECTION, IP CAMERAS
AND INTERCOM SYSTEM**

November, 2009

The School District of the City of Saginaw is requesting proposals for video surveillance for the following schools. You are invited to submit a proposal.

Houghton Elementary
Saginaw Career Complex
Saginaw Arts & Sciences Academy
Zilwaukee Elementary

Sealed proposals are due no later than: **November 30, 2009 at 2:00 p.m.** at the School District of the City of Saginaw's Administration Building, 550 Millard Street, Saginaw, MI 48607, at which time they will be publicly opened and read aloud. Proposals received after this deadline will not be accepted.

Bid forms and specifications may be obtained in the Purchasing Office, 420 S Warren, Saginaw or the Office of the Executive Director of Facilities, 550 Millard St, Saginaw, during regular office hours.

A mandatory building walk-thru will be held on Tuesday, November 24, 2009. The walk-thru will begin at 1:30 p.m. at the main office of Houghton Elementary School, 1604 Johnson St., Saginaw, and will proceed from there to the other three buildings.

Vendors are asked to submit proposals based on the specifications and plans provided. After receipt of the proposals, vendors may be asked to interview/present their proposal in further detail to members of our IT, security, facilities and purchasing staff, and possibly host a tour of a facility currently using their proposed systems.

By signing your proposal the vendor agrees that so long as it holds a contract with the School District in excess of \$10,000 it shall not discriminate against any employee or applicant for employment because of race, religion, national origin, sex, disability, age, marital status, height or weight and that it shall abide by all applicable state and federal laws and guidelines regarding equal employment opportunity and affirmative action.

Minority Business Enterprise, Women Business Enterprise and Local Business participation for Saginaw School District's bond projects is encouraged and desired. Vendors are encouraged to pursue this participation within their own subcontractor and/or vendor procurement.

Each proposal must be accompanied by a proposal guarantee in an amount equal to five percent (5%) of the basic proposal. Guarantee shall be in the form of a certified check or bid bond executed by an approved surety company, made payable to School District of the City of Saginaw. Proposal guarantee shall run for a period of sixty (60) days.

Vendors must submit a sworn and notarized Familial Disclosure Statement, declaring any relationship that exists between the owner or any employee of the bidder and any member of the Board of Education or the Superintendent of the School District of the City of Saginaw. Proposals without this disclosure statement will not be considered.

The School District of the City of Saginaw reserves the right to accept or reject any or all proposals, in whole or in part, and to waive any informality therein. The District also reserves the right to award the contract as it deems in the best interest of the District.

Questions may be directed to:

Karen Grunwell
Manager, Purchasing & Warehouse Operations
(989) 399-6657 or kgrunwell@spsd.net

or

Daniel LaPan
Exec. Director of Facilities
(989) 399-6571 or dlapan@spsd.net