**REQUEST FOR PROPOSAL**

**Weapons Detection System**

**Proposal Posting: December 12, 2022.**

1. **GENERAL CONDITIONS**

ALL REQUESTS FOR PROPOSALS ISSUED BY TROUP COUNTY SCHOOL SYSTEM SET FORTH BELOW WILL BIND PROSPECTIVE BIDDERS AND SUCCESSFUL BIDDERS TO THE CONDITIONS AND REQUIREMENTS SET FORTH HEREIN, AND SUCH CONDITIONS AND REQUIREMENTS SHALL FORM AN INTEGRAL PART OF THE CONTRACT TO BE AWARDED BY THE DISTRICT.

* 1. **DEFINITIONS**

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| "District" | Troup County School System |
| "Proposal" | An offer to furnish services and materials in accordance with this Request for Proposal (RFP). |
| "Bidder" | Any individual, company, or corporation submitting a proposal. |
| "Proposal Response Form" | The form utilized to submit the cost of the Bidder's proposal. |
| "Contract" | The written agreement to furnish services and/or materials to the District in accordance with this Request for Proposal. |

1. **PROPOSALS**
2. All proposals must be submitted by e-mail and in accordance with instructions provided by the District.
3. Proposals received after the time stated in the notice to Bidders will not be considered. The Bidder assumes the risk of any delay in the email
4. General and special instructions, in connection with each item against which a proposal is submitted, must be given to constitute a proposal.
5. The submission of a proposal will be construed to mean that the Bidder is fully informed as to the extent and character of the supplies, materials**,** equipment, and service in complete compliance with the specifications.
6. No charge will be allowed for federal, state or municipal sales and excise taxes since the District is exempt from such taxes. The proposal price shall be net and shall not include the amount of any such tax.
7. In all specifications, the words "or equal" are **INCORPORATED BY REFERENCE WITH** each item description. The decision of the District as to whether an alternate or substitution is in fact "equal" shall be final.
8. **LACK OF FUNDS CONTRACT LANGUAGE REQUIRED**

In compliance with Article VIII, Section 3 of the State Constitution, the contract shall include appropriate language stating that the District is not obligated to make payments beyond the term of any particular appropriation of state or federal funds that may exist from time to time and that the contract may be terminated upon such without any penalty or future liability (a non-appropriation clause).

1. **DURATION OF CONTRACT**

The initial contract period shall be for twelve months, encompassing one (1) school year ending June 30, 2024.

1. **INDEMNIFICATION AND HOLD HARMLESS**

The bidder shall indemnify and hold harmless the District and its Boards of Education, officers, employees, agents, representatives and volunteers from all suits, actions, losses, damages, claims, or liability of any character, type, or description, including but not limited to, all expenses of litigation, courts costs, penalties, and attorneys' fees whatsoever of any kind or nature, arising directly or indirectly from the negligence of the Bidder, its agents, servants, employees, persons or entities.

1. **CONFLICT OF INTEREST**

The Bidder hereby covenants and agrees that there is no officer or employee of the District forbidden by law to be interested in the Contract, either directly or indirectly, who will benefit therefrom.

1. **GOVERNING LAW**

Contract shall be governed by and construed in accordance with the laws of the State of Georgia. Any litigation or other proceeding arising under the Contract shall be commenced in a court of appropriate subject matter jurisdiction in the State of Georgia with venue in Troup County.

1. **COMPLIANCE WITH DISTRICT REGULATIONS**

The Bidder shall cause all persons performing work to comply with all instructions pertaining to conduct and building regulations issued by the District.

The Bidder shall cause all such persons to preserve and protect all confidential information of the District to which they may have access during the performance of work. The District may promulgate and modify the rules and regulations relating to the conduct of the Bidder and all persons performing work under the Contract as the District, in its sole discretion, may determine. The Bidder shall cause all persons performing work to comply with such modifications.

1. **COSTS AND ATTORNEYS’ FEES**

Should legal action be necessary to enforce the terms of the contract, the prevailing party shall be entitled to its reasonable costs and attorneys’ fees.

1. **SANCTIONS FOR BREACH OF PERFORMANCE**

In the event of the Bidder’s failure to conform with any provisions in the contract, the District may impose sanctions and seek redress for losses incurred, as appropriate, including, but not limited to, serving notice of default and causing cancellation, suspension, termination, or forfeiture of the contract, in whole or in part, as the interests of the District dictate.

1. **SEVERABILITY**

In the event that any provision of the contract shall be held unenforceable or invalid by a court of competent jurisdiction, the provisions not affected by said decision shall remain in full force and effect.

1. **GENERAL INFORMATION**
2. **INTENTION**

**BACKGROUND INFO OF DISTRICT**

Troup County School System encompasses approximately 446 square miles and serves approximately 12,100 students in the cities of LaGrange, West Point, Hogansville, and Pine Mountain throughout Troup County. District facilities include eleven elementary schools, three middle schools, three high schools, one college and career academy, one alternative school and multiple administrative facilities.

Troup County Schools System (TCSS) is requesting proposals from contractors that have the capability to install a weapons detection system at our three high schools and three middle schools and train staff on the use of the system.

The successful proposal will be awarded to a single Bidder.

1. **ANTICIPATED TIMELINE OF PROPOSAL PROCESS**

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| --- | --- |
| **EVENT** | **DATE** |
| Release of Request for Proposal | December 12, 2022 |
| Proposal Submission Deadline | January 9, 2023 |
| Evaluation Committee Recommendation Submitted to Board of Education | January 11, 2023 |
| Notice of Award | January 11, 2023 |

1. **PROPOSAL RESPONSE FORMAT**

The District will accept and evaluate proposals that meet the minimum requirements set forth in this RFP. Bidders shall submit one signed bid via email to [heatonsd@troup.org.](mailto:moneypennyjd@troup.org)

In order to facilitate the evaluation of the proposals, all Bidders are required to submit their information using the following format:

**Letter of Introduction**

The letter shall include a brief introduction to Bidder's firm, explanation of Bidder's interest in the project, and Bidder’s qualifications, which shall include organizational structure, qualifications regarding responsiveness to the requirements of this RFP as stated in Section 3 - Specifications, list of work experience with clients possessing demographics similar to the District, and at least three (3) client references (see Evaluation Criteria).

**Other Information**

Include any other information which may be helpful to the selection committee in evaluating qualifications.

**Contract Terms and Conditions**

Identify the following:

1. Clearly stated contract terms and conditions concerning services to be performed;
2. Any promotional incentives to be offered to the District; and
3. ALL limitations, expectations, guarantees, warrantees, securities, waivers, and/or agreements that the Firm expects the District to agree to or comply with must be specified within the contractual agreement of the proposal.

**Project Cost**

The project costs are to be identified on the Proposal Response Form, which is to be completed in its entirety and signed by Bidder's authorized agent. The cost stated on the Proposal Response Form contained in this RFP will be considered all-inclusive and shall be incorporated into the contract. The cost should be a single dollar amount to be charged for supplying, installing and any additional fees. Flexible terms or conditional clauses are not desired.

**Proposal Delivery Instructions**

Proposals shall be considered final and emailed no later than 12:00 PM. on January 9, 2023

School Safety Coordinator heatonsd@troup.org

Emails should be titled “**Weapons Detection System**.” **Proposals will only be accepted via e-mail.**

1. **SPECIFICATIONS**

The successful Bidder must submit a proposal for services that meet the following specifications:

* 1. **SCOPE OF PROJECT**

Troup County Schools System is requesting sealed bids for CEIA Brand OPENGATE Weapon Detection Systems and CEIA Brand PD240 New Generation Wide Search Area Hand Held Metal Detection Sets as per attached general and technical specifications or equal.

See **ATTACHMENT A** for detailed specifications.

Up to Fourteen (14) touchless “express use” single lane security screening units and Two (2) dual lane security units

o Fully automated system with high rate of visitor screening capacity (minimum of 1500 people per hour)

o Ability to automatically detect weapons vs harmless personal items without

having visitors unpack purses, backpacks, laptop bags, brief cases etc.

o Indoor and/or outdoor use

o Flexible location settings

* Any operational test kits that may be required for the systems/units
* Installation and Training for at least until June 2023

Requirements for weapons detection are as follows:

● Must not be reliant on connection to local wireless network

● Units must have capability of expanding from single to dual-lane

● Units must locally store scans

Facility plan drawings are available by request for informational purposes, but SHOULD NOT be substituted for the contractor's own measurements and plans.

Be advised that during the term of this work, the selected contractor shall have and maintain adequate insurance coverage as stated herein. Furthermore, the selected contractor shall comply with all state and federal laws, including the requirement that the contractor provide worker's compensation benefits to its employees. The evidence of insurance or the ability to obtain insurance shall be furnished to TCSS as outlined in this proposal.

The successful proposer will be responsible for adhering to all applicable safety codes on this project and will provide all necessary safety measures to protect TCSS employees, patrons, and the general public during the commission of this project.

1. **EVALUATION CRITERIA**

Award of the contract resulting from this RFP will be based upon the most responsive Bidder whose offer will be the most advantageous to the District in terms of the following criteria and other factors as specified elsewhere in the RFP. At the discretion of Troup County School System firms submitting proposals may be requested to make video presentations as part of the evaluation process. Price, although a consideration, may not be the sole determining factor. Proposals shall be evaluated on the following criteria:

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| **CRITERIA** | **Available Points** |
| **Qualifications and Experience**  The proposal should state the qualifications and experience level of the bidder. | 20 |
| **All-inclusive Total Cost** | 25 |
| **References**  List at least three references of work done in the last five years with educational clients. | 10 |
| **Features and Specifications**  How well does the quoted system fit the needs of the district? i.e. Technological integration, features, etc. | 35 |
| **Quality of RFP Response**  Does Bidder adhere to the instructions of the Request For Proposal? | 10 |

Prior to awarding the proposal selected by the evaluation team to the successful Bidder, the proposal must be reviewed and approved by District's Board of Education. After Board approval, the successful Bidder will receive the District's Notice of Award which will authorize them to initiate execution of the contract. Additionally, all Bidders submitting a responsive proposal shall be notified of the proposal award results after Board approval.

1. **ADDITIONAL INFORMATION**
2. **CONTACT OFFICERS**

Prior to the official reading of the proposals on January 11, 2023, in order to clarify any matters related to this RFP, a Bidder may direct questions to Steve Heaton, School Safety Coordinator, heatonsd@troup.org

1. **CHANGES TO RFP**

Any and all changes to these specifications are valid only if they are inserted into the RFP by a written addendum sent to all Bidders.

1. **RESERVATION OF RIGHT OF THE DISTRICT TO REJECT OR ACCEPT PROPOSALS**

The District reserves the right to accept or reject any or all proposals (based on each item separately or as a whole), to waive informalities, to accept the proposal deemed best overall for the District, to reissue the Request For Proposal, or to take no further action.

**Troup County School System**

**School Crisis Alert System**

Proposal Due: November 28, 2022, 12:00 PM

Please submit your all-inclusive total cost for a Weapons Detection System. The successful proposal will be awarded to a single Bidder.

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| **Weapons Detection System** | **Total All-inclusive Fee** |
|  | $ |

 (Bidder Initials)  **Yes, Bidder hereby certifies that the Weapons Detection System solution proposed herein will be implemented within the required timelines set forth in this RFP.**

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| --- | --- |
| Bidder Company Name | |
| Mailing Address | |
| Bidder's Authorized Agent | |
| Title of Bidder's Authorized Agent | |
| Signature of Authorized Agent | |
| Telephone | Fax |
| Email | |

**Attachment A Specifications Sheet**

1. **Physical Characteristics and Hardware**

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| **Spec #** | **Feature to Check** | **Specification** |
| 1.1 | Dimensions | The WDS shall have a passage that accommodates the large majority of people. The interior passage shall have a height of no less than 72 inches, passage width of no less than 28 inches, and ***passage depth no greater than 17.5 inches.***  The WDS ***shall*** have an option for being ADA compliant, requiring a ***passage width of no less than 32 inches.*** |
| 1.2 | Shape | The WDS shall have a shape that minimizes obstruction of the view for screening staff. The shape of the antennas shall not completely block the line of sight between the secure and non-secure sides of the checkpoint for screeners standing at any angle 5 feet away from the center of the WDS passage. |
| 1.3 | Power | For safety reasons, the WDS portal itself shall ***NOT*** be directly connected to 110Vac power.  The WDS shall be supplied by no more than 30Vdc, via external power adapter. |
| 1.4 | UL Listing | It is important to ensure that any electrical equipment installed in a public environment is safe from electrical shock or burn, mechanical hazards, spread of fire, overheating, and effects of fluids. To be protected against this liability, the equipment shall be compliant with the most up-to-date and appropriate National Standard.  To provide assurance of protection against hazards to the operator and surrounding area, the WDS shall be certified compliant with UL Standard for Safety Requirements for Electrical Equipment for Measurement, Control, and Laboratory Use – Part 1: General  Requirements (**ANSI/UL 61010-1:2012 Ed. 3** + R:29 April 2016). Certification shall be issued by a Nationally Recognized Testing Laboratory. |
| 1.5 | Compactness and Simplicity | The WDS shall be a fully portable system that breaks down into multiple components so that it may be easily stored and moved in a portable container, with each piece’s weight not  exceeding a reasonable amount to maintain ease of transportation by a single person of normal size. |
| 1.6 | Signaling | The WDS shall have approximately 4 vertical display bars (2 on both entry and exit sides), with ***each*** individual display bar capable of providing alarm zones, power status, and pacing lights as a stop/go indicator.  The WDS shall be equipped with an audible alarm signal having approximately ***40 distinctly different*** tones (for use of more than one detector in the same location), with adjustments for duration and volume. |
| 1.7 | Zone Indication | The WDS shall be capable of ***accurately*** pinpointing vertical height of alarms with LED zone indication. The WDS shall also be capable of ***accurately*** pinpointing horizontal position of alarms, with left, right, and center indication. In total, the WDS shall have ***approximately 60 different zones*** for alarm indication. |
| 1.8 | Security | A mechanical locking cover shall protect the WDS’s local programing access keys, and the WDS shall have a programming access password made up of approximately 6 alphanumeric characters. The WDS shall have approximately 2 independent levels of programming (user and super user), each one protected by a password. |

1. **Automated Features**

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| **Spec #** | **Feature to Check** | **Specification** |
| 2.1 | Programing | Changes to volume control, security level, and other important functions shall be accomplishable by a person that has received no prior training on programing for the WDS.  Programing adjustments shall be possible to perform locally without using of the control panel, or remote control. Use of chip cards, or memory cards, shall be available for performing immediate programing adjustments. |
| 2.2 | Installation | The programing procedure for complete installation shall be accomplishable by a person that has received no prior training on programing for the WDS.  The WDS shall provide a fully automated function that ensures all necessary steps are carried out to allow proper operation of the detector. A single automated function shall guide the installer through a selection of the security level, automated frequency selection,  and adjustment of the alarm volume, duration, and tone. |
| 2.3 | Electrical Interference Compensation | On occasion, sources of electrical interference may be present in the environment that can affect performance of WDSs.  The WDS shall have a built-in function that initiates an automated evaluation and compensation of environmental electrical interferences. The detector shall be capable of  automatically adjusting settings, when necessary, to minimize the effect of electrical interferences without needing manual corrections. |
| 2.4 | Wind / Vibration Compensation | When operated in an environment subjected to moderate/strong winds or vibrations, WDSs can experience large amounts of false alarms.  The WDS shall have an automated function to compensate for the presence of wind and minimize the effect on the metal detector signal, ***without compromising detection***  ***capability.*** |
| 2.5 | Synchronization | The WDS shall be ***capable of operating within a distance of no more than 2” from another detector***. This shall be done automatically, without the need of a cable connection or wireless module between the detectors. |
| 2.6 | Periodic Test | The WDS shall have an automated procedure for periodically checking the WDS antenna and signals. The procedure shall be activated without requiring access to the  programing and the test result shall be displayed on the control unit. |
| 2.7 | Self-Diagnostics | The WDS shall have integrated firmware that constantly monitors the equipment to ensure performance is maintained, giving indication when there is a malfunction or fault. |
| 2.8 | ADA Width Calibration | When an increase in the WDS portal width is required to meet ADA compliance, it shall be possible to substitute a standard width crossbar with a wider width crossbar and maintain full detection capabilities by automatically adjusting the internal sensitivity  without needing manual intervention. |
| 2.9 | Automated Rebar Correction | The presence of rebar or other metal reinforcements under the transit path of the WDS can cause an amplification of the signal at floor level, causing an increase in nuisance alarms for shoes containing metal.  The WDS shall have an automated feature to measure and adjust for rebar or other metal reinforcements that may be present in the floor. This adjustment shall not affect the minimum detection requirement, while allowing the WDS to reach a nuisance alarm rate at the floor level similar to a location without the presence of rebar or other metal reinforcements in the floor. |

1. **Performance**

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| **Spec #** | **Feature to Check** | **Specification** |
| 3.1 | Security Standards | The WDS shall have predefined programs available that fully conform to WDS Security Standards. These programs shall be completely predetermined and shall meet the detection requirements of the Standard using an automatically defaulted sensitivity value – leaving no need for manual adjustment.  Minimally, the available Standards shall include:   * NILECJ –STD-0601.00 *Levels 1-5* * Assembled Guns * Disassembled Guns * Disassembled Guns including Knives * 3 Gun Test * Half Cutter Blade   Additionally, the WDS shall be able to store customizable security programs. The WDS shall have no less than approximately 20 customizable security levels. |
| 3.2 | Discrimination of Cellular Phones *(No Divesting)* | The metal detector, while meeting the detection requirements of a given Security Standard, shall give a minimum number of nuisance alarms due to personal metal belongings worn by people in transit. Assessment at multiple varying levels of detection provides a comprehensive measurement of discrimination capability for any WDS.  For a specified Security Standard(s) being evaluated, a full Verification of Calibration shall be completed to verify detection of the required test piece(s) as specified in the Standard.  When tested to be fully compliant with the detection requirements of NILECJ –STD0601.00: Level 2, the WDS shall be capable of allowing all commonly carried cellular phones to transit the detector without causing alarm and without requiring removal from pockets, clear bags, belt clips, etc. In particular, all versions of the Apple iPhone, Samsung Galaxy, and Samsung Note shall not cause an alarm in the WDS when transited, while simultaneously meeting the detection requirements of NILECJ –STD0601.00: Level 2 |
| 3.3 | Randomly Selected Elevated Screening | At times, it may be of interest to increase the security level of a metal detector for certain events. To implement such an increase for **all** individuals could potentially cause concerns of increased staffing requirements, and slower throughput. For this reason, it is necessary to have a way of randomly selecting only a percentage of people to screen at an increased sensitivity.  The equipment shall be capable of being programmed in a way to allow for a certain percentage of transiting persons to be randomly selected for screening at a higher security level than the detector’s normal standard. The percentage of randomness, as well as the  increase to the sensitivity, shall be adjustable by the user. The randomly selected increased screenings shall be done automatically in a single transit |
| 3.4 | Metal Identification | The WDS shall be capable of accurately identifying the composition of metals causing  alarm in the detector *(Ferrous or Non-Ferrous)*. This information shall be available on the WDS display. |

**Available Options**

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| **Spec #** | **Feature to Check** | **Specification** |
| 4.1 | Weather Protection | The WDS shall be available with weather protection conforming to an IP65 level, as described in the IEC 60529 standard, without the need of an “in-use” cover or tent.  Proof of the IP65 weather rating shall be provided via conforming report issued by a Qualified Third Party Laboratory. |
| 4.2 | Bluetooth Headset Pairing | Certain security checkpoint locations may experience noisy conditions (making it difficult to hear audible alarms) or may require equipment to be muted due to ongoing building operations.  The WDS shall have an option to allow audible metal alarms to be signaled via a Bluetooth connected headset or speaker. |
| 4.3 | Transportable External Power Source | The WDS shall have an option to provide power to the electronics with a portable ***external battery source*** for no less than approximately 15 hours and be fully rechargeable in no more than approximately 6 hours. |
| 4.4 | Portable “Upright” Wheel Kit | The WDS shall have an option to be installed on a base that includes lockable casters to quickly relocate the unit over short distances and shall be rated safe from tip-over in winds up to approximately ***40mph***.  For concerns of safety and liability, the wheel kit option shall be certified compliant, with a test report from a Qualified Third-Party Laboratory, against:  **UL1678: *Standard for Household, Commercial, and Institutional-Use Carts – 5th Edition.*** |
| 4.5 | Portable “Laydown” Wheel Kit | The WDS shall have a wheeled option suitable for long-range transportation. The detector shall not rest on wheels of any kind during operation and provide a means for laying the detector on its side for stability when wheeling the detector across long distances.  For concerns of safety and liability, the wheel kit option shall be certified compliant, with a test report from a Qualified Third-Party Laboratory, against:  **UL61010-1: *par. 7.4,*** and shall be rated safe from tip-over in winds up to approximately  ***40mph***. |
| 4.6 | Networking | The WDS shall be capable of being monitored as part of a network via Ethernet ***or Wi-Fi***  connectivity.  The interface shall allow live monitoring of transits, and WDS status, archived transit statistics, and access to setting adjustments. This information shall be made accessible from any mobile device (Phone, Tablet, Laptop, etc.) which has an integrated web browser, and access to the Network of the installed detectors. |
| 4.7 | Tool Free Assembly | The WDS should have the ability to be assembled and disassembled without the assistance of any support equipment or tools. |