



District Office
501 West Sickles Street
St. Johns, MI 48879
Telephone: 989.227.4050
Fax: 989.227.4099
www.sjredwings.org

March 7, 2023

Attention Bid Department:

Enclosed is a request for quotation for Camera System replacement and upgrades in 20 St. Johns Public School Buses. Sealed bids clearly marked "Bus Camera Replacement" will be accepted at the St. Johns Public Schools, Business Office, 501 W Sickles, St. Johns, MI, 48879, until Monday, March 27, 2023 at 8:00 AM, at which time and place they will be publicly opened.

This Invitation to Bid and all its pages, documents and attachments, including those added subsequently by written notice, submitted and properly executed, shall constitute the contract between the St. Johns Public Schools and the successful vendor when approved and accepted by the Board of Education.

Sincerely,

Robbie Gleeson
Director of Operations
517-388-4036
St. Johns Public Schools

St. Johns Public Schools
Standard Instructions to Bidders

1. **Read, Review and Comply**: It shall be the bidder's responsibility to read this entire document, review all enclosures and attachments, and comply with all requirements specified within.
2. **Receipt and Opening of Bids**: Sealed bids will be accepted upon receipt in the Business Office, St. Johns Public Schools, 501 W. Sickles, St. Johns, MI, 48879, until the time indicated on the attached Invitation to Bid for the goods or services listed in the specifications and will be publicly opened and read aloud.
3. **Form of Bid**: Bids shall be submitted in an easy to read form with any exceptions, deviations or modifications to the published requirements clearly noted and explained.
4. **Submission of Bids**:
 - A) Envelopes containing bids shall be sealed and clearly marked on the outside of the envelope with the name and address of the bidder, the title of the project, and the date and time of the scheduled bid opening.
 - B) Any bid received after the scheduled opening time will not be accepted.
 - C) Any bidder may withdraw their bid response by written request at any time prior to the scheduled bid opening.
 - D) Telephonic or faxed bids will not be accepted and telephonic, telegraphic, or faxed amendments to bids or withdrawals will not be accepted under any circumstances.
 - E) Unless otherwise specified, no bid may be withdrawn, changed, or modified in any way for a period of ninety (90) calendar days from the date of the bid opening.
 - F) Negligence on the part of the bidder in preparing the bid confers no rights for the withdrawal of the bid after it has been opened.
 - G) Bids received prior to the time of bid opening will be securely kept unopened. No responsibility will attach to any officer or employee of the School District for the premature opening of a bid not properly addressed or identified.
5. **Brand Names**: Wherever in the specifications or proposal form brand names, trade names, manufacturer, or catalog numbers are used, it is for establishing a grade or quality level only and the phrase "or equal" is deemed to follow unless a prequalified list or the term "only", "no exceptions", or similar phrase is included.
6. **Taxes**: The St. Johns Public Schools are exempt from State and Federal taxes. However, property purchased by a contractor to be used in the construction, alteration, repair, or improvement of fixed property owned by the School District is taxable to the contractor. Therefore, the price bid for contracts other than construction contracts must be exclusive of taxes and will be so construed. Construction contracts will be construed to include all applicable taxes unless the contract specifies otherwise.

7. **Acceptance of Bids**: The St. Johns Public Schools will award to the lowest, responsive, responsible vendor that meets the functional requirements and needs expressed by the specifications. Receipt of a purchase order or properly executed contract covering the materials or services as described in the bid will indicate the award of bid and contract of purchase.

8. **St Johns Public Schools Rights**: The St. Johns Public Schools reserves the right to accept or reject any or all bids, to waive irregularities or defects, to award on a split-order or lump-sum basis, and accept other than the low bid when deemed to be in the School District best interests. The School District reserves the right to increase or decrease quantities or modify conditions and specifications by mutual agreement with the selected supplier, both at the time of acceptance of this bid as so modified and subsequent thereto.

9. **Laws**: The laws of the State of Michigan shall govern the rights, obligations, and remedies of the Parties under this bid and any agreement reached through this process.

10. **Disclosure**: All of the information included in your bid response is subject to the "Freedom of Information Act" and may be disclosed in its entirety after the formal, public bid opening has been completed.

11. **Independent Price Determination**: By submission of this proposal, the bidder certifies that the pricing structure offered has been arrived at independently without consultation, communication, or agreement of such prices for the purpose of restricting competition with any other bidder or competitor.

12. **References**: References may be requested as a part of the solicitation or after the opening of bids. When requested they are to be furnished as called for. Failure to honor this request will cause the bidder to be subject to rejection.

13. **Indemnification**: The contractor agrees to hold and save the school system, its officers, agents, and employees harmless from liability of any kind, including costs and expenses, with respect to any claim, action, cost or judgment for patent, copyright or trademark infringement arising out of the purchase or use of equipment or use of equipment, materials, supplies, or services covered by this contract.

St. Johns Public Schools
501 W. Sickles, St Johns, MI, 48879

INVITATION TO BID: BUS CAMERA REPLACEMENT

St. Johns Public Schools is requesting sealed bids for Bus Camera Replacement in 20 buses. Please send sealed bids marked "Bus Camera Replacement" to St. Johns Public Schools, Business Office, 501 W. Sickles, St. Johns, MI, 48879. Facsimile bids will not be accepted.

Bids must be presented in the format requested, using the enclosed Bid Submittal sheet. Bids not submitted in the prescribed form may be rejected at the discretion of St. Johns Public Schools. Questions on bidding procedures and bid specifications may be directed to either Robbie Gleeson, Director of Operations at 989-227-4057 or Kelly Corbett, Deputy Superintendent of Finance and Human Resources at 989-227-4016.

St. Johns Public Schools reserves the right to accept or reject any and/or all bids in whole or in part, and waive any and/or all irregularities therein. St. Johns Public Schools will award bids as may appear to be in the best interests of St. Johns Public Schools.

Product Specifications:

Bus DVR System Required Specifications:

- The system must record a minimum of 1080p resolution at 30 frames per second.
- All cameras must record in 1080p HD resolution.
- The system must support 10 channels.
- The system must record in a non-proprietary file format.
- IP camera systems are not acceptable.
- The system must include 256GB of on-board solid-state storage, with the ability to expand to 4TB.
- The system must have built-in wi-fi capability to perform automatic video upload.
- Systems that have moving parts such as hard drives, fans, and mechanical relays are not acceptable.
- The system must include a GPS antenna to receive satellite data that includes no less than latitude, longitude, speed, and date/time.
- The system must utilize positive locking connectors for all connections.
- The recording unit shall be capable of pre-event recording that allows the system to record up to 60 seconds of video prior to activation of a trigger.
- The recording unit shall be capable of post-event recording that allows the system to record up to 15 minutes of video after a trigger has been completed.
- The recording unit must have a built in 3-axis accelerometer capable of triggering events, marking video or sending alarm notification when the vehicle exceeds a predetermined G-force setting.
- The recording unit must include an external event marker button to allow the driver to quickly mark events.
- Any firmware updates for the recording unit must be provided at no charge to allow the most current and stable operation and allow expandability with future products.
- The system must be warranted for no less than 5 years.
- The system cables must have a lifetime warranty.
- The recording unit must include unlimited lifetime access to toll free customer support by the system manufacturer.

Together, we succeed.

- Technical Support must be provided over the phone at no charge.
- Customer service, technical support, warranty claim and repair facilities must be located in the United States.
- Vendors must provide on-site factory installation of the new systems.

Camera Configuration Required Specifications:

In addition to the DVR system specifications, our buses require these new cameras:

Windshield Camera – Forward-Facing Camera:

- One (1) forward-facing camera mounted on the windshield to capture footage in front of the bus.
- The camera must have a minimum horizontal field-of-view of 130°.
- The camera must have a minimum vertical field-of-view of 70°.
- The camera must have a minimum waterproof rating of IP69K for all weather use.
- The camera must also record high-quality audio.

Interior Cabin Camera – Low-Profile Interior Camera:

- Four (4) low-profile interior cabin cameras to capture footage throughout the bus.
- The camera must have a minimum horizontal field-of-view of 180°.
- The camera must have a minimum vertical field-of-view of 90°.
- The camera must have a minimum waterproof rating of IP69K for all weather use.
- The camera must have the option to be flush mounted. Any flush-mounted camera must not protrude more than 1/8” into the bus interior once installed.
- The camera must also record high-quality audio.

Installation Required Specifications:

- The vendor must perform on-site factory installation. This includes installing new DVR systems and cameras in all buses.
- The vendor must supply all components required for successful installation.
- The vendor must also remove the existing systems from all buses.

Wireless File Transfer Software Required Specifications:

- All buses require wireless file transfer software. Any licenses for wireless file transfer software require a 1-year term.
- All buses shall wirelessly upload files to secure storage when in range of our configured network(s).
- The software must include playback software at no extra cost.
- The wireless file transfer software must allow the user to request videos from buses to be transferred wirelessly, as well as review transferred videos without ever leaving the provided playback software.
- The wireless file transfer software must include the ability to securely share videos with administrators.

*Or similar systems and or other recommendations

BID SUBMITTAL SHEET: BUS CAMERA REPLACEMENT

Company name: _____

Contact person: _____

Title: _____

Address: _____

Telephone number: _____

Fax number: _____

E-mail address: _____

Authorized Signature:

"I confirm that all bids are in accordance with the specifications outlined above and I will accept all or any portion of the above fueling volume, unless noted herein."

(Please check) YES _____ NO _____

Authorized Signature: _____

Company Name: _____

Title: _____

Date: _____

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