



WEST OTTAWA PUBLIC SCHOOLS

District-wide Radio Infrastructure

Bid Request

All bids are due by Thursday, October 3, 2024 @ 9:00 AM

Contact Information:
Scott Doza
Director of Security
1138 136th Ave
Holland, MI 49424
Phone: 616-786-4023
Email: dozas@westottawa.net

Notice to Radio Infrastructure Bidders

West Ottawa Public Schools will accept sealed bids for the Radio Infrastructure as described in the attached specifications. Bids will be accepted until 9:00 AM, Thursday, October 3, 2024, at which time they will be publicly opened and read aloud. No oral, telephonic, telegraphic, or facsimile proposals will be accepted.

Two (2) signed copies of the bid form should be addressed to the attention of:

Chris LaHaie
West Ottawa Public Schools
Administration Building
1138 136th Ave.
Holland, MI 49424
Re: Radio Infrastructure Bids

- A. The proposal, in duplicate, shall be submitted on the form provided herein with all required items of the form properly filled out.
- B. Any questions regarding this project, technical or not, shall **be submitted via email**, care of Scott Doza, dozas@westottawa.net, no later than 48 hours prior to bid opening. All questions will be answered in writing with a copy to all bidders who have provided an email address.
- C. Proposals must be mailed or delivered in person to Chris LaHaie, Associate Superintendent of Business and Finance, at the Administration Building located at 1138 136th Avenue, Holland MI 49424. All proposals must be sealed in envelopes, plainly labeled "RADIO INFRASTRUCTURE" and must be received prior to 9:00 AM, Thursday, October 3, 2024. This will be a public bid opening. Evaluation of proposals and award will be at a later date; the successful contractor will receive a letter of intent prior to receipt of contract.
- D. There will not be a **pre-bid meeting**.
- E. The Schedule of Work shall be as follows:

Receive Bids	9:00 A.M. October 3, 2024
Anticipated award of contract	October 21, 2024
- F. **All bids shall be accompanied by a sworn statement disclosing any familial relationship that exists between the owner(s) or any employee of the bidder and any member of the Board of Education of the School District or the Superintendent of the School District. The Board of Education shall not accept a bid that does not include a sworn and notarized familial relationship disclosure statement.**
- G. All bids shall be accompanied by Affidavit Of Compliance – Iran Economic Sanctions Act in compliance with "Iran linked business" within the meaning of the Iran Economic Sanctions Act.
- H. Michigan Public Act No. 517 of 2012. The Board of Education shall not accept a bid that does not include the Affidavit Of Compliance.
- I. Applicable Michigan use and sales tax **do not** apply to this project.
- J. West Ottawa Public Schools' Board of Education reserves the right to accept or reject all or any portion of a bid, and is not bound to accept the low bid. A bid may be rejected, if not accompanied by a required bid security or by other data required by the Bidding Documents, or which is in any way incomplete or irregular. West Ottawa Public Schools shall have the right to waive informalities or irregularities in a bid received, and

to accept a bid which, in the judgment of West Ottawa Public Schools, is in the best interests of West Ottawa Public Schools.

- K. Within ten days after being notified of the acceptance of the proposal, the bidder to whom the award is made will be required to enter into a written agreement in the form hereto specified with the West Ottawa Public Schools.
- L. The bidder may, during the bidding period, be advised by Addenda of additions or alterations to the Specifications. All such changes shall be included in the work and shall become part of the Contract Documents.
- M. The bidder shall visit the site of the work to fully inform himself of the existing conditions.

Questions should be directed to Scott Doza, Director of Security, at 616-786-4023, between the hours of 8:00 AM and 5:00 PM, Monday through Friday. It is highly recommended that bidders discuss the bids with Mr. Doza prior to submitting a bid.

I. Specifications

SEE THE ATTACHED SPECIFICATIONS FORM!

The undersigned certifies that the bid contained meets or exceeds the attached specifications. Failure to comply with all conditions asked for in this bid document may result in rejection of the bid.

Bidder Information:

COMPANY NAME: _____

ADDRESS: _____

AUTHORIZED SIGNATURE: _____

AUTHORIZED NAME (please print): _____

TITLE: _____ DATE: _____

PHONE #: _____ FAX #: _____

E-MAIL: _____

At least 3 references with contact person:

Company: _____ Contact: _____ Phone: _____

Company: _____ Contact: _____ Phone: _____

Company: _____ Contact: _____ Phone: _____

Do you conduct background checks on your employees? Yes No

Familial Relationship Affidavit included? Yes No

Iran Linked Business Affidavit included?

Yes No

Written responses to all requested questions?

Yes No

Are you on the Excluded Parties List

Yes No Unknown

(which excludes you from receiving Federal Contracts or certain sub contracts, pursuant to the provisions of 31 U.S.C. 6101, note E.O. 12549, E.O. 12689, 48 C.F.R. 9.404)?

Provide your DUNS number, if you have one: _____

Local (District) Vendor or Taxpayer?

Yes No Unknown

(Documentation, if necessary, will be obtained after the bid opening.)

Do you have employees that live within the District?

Yes No Unknown

AFFIDAVIT OF BIDDER

The undersigned, the owner or authorized officer of _____ (the "Bidder"), pursuant to the familial disclosure requirement provided in the West Ottawa Public Schools (the "School District") request for proposal, hereby represent and warrant, except as provided below, that no familial relationships exist between the owner(s) or any employee of _____ and any member of the Board of Education of the School District or the Superintendent of the School District.

List any Familial Relationships:

BIDDER:

(Company Name)

By: _____
(Signature)

Title: _____

STATE OF MICHIGAN)
) SS.
COUNTY OF _____)

This instrument was acknowledged before me on the _____ day of _____, 20____, by _____.

(Notary Public Signature)

_____ County, Michigan

My commission expires: _____

Acting in the County of: _____

IRAN LINKED BUSINESS AFFIDAVIT

All Bids shall be accompanied by a sworn statement disclosing any Iran Linked Business relationship that exists within the owners, including its officers, directors and employees.

The undersigned, owner or authorized officer of _____ (the bidder), pursuant to Michigan Public Act No. 517 of 2012, the “Iran Linked Business” requirement provided in the Ottawa Area ISD Universal Service Fund Request for Proposals hereby represents and warrants that the bidder, including its officers, directors and employees, is not an “Iran Linked Business” within the meaning of the applicable Public Act, and that in the event bidder is awarded a contract as a result of this RFP, the bidder will not become an “Iran Linked Business” at any time during the course of performing under the contract. The bidder further acknowledges that any person who is found to have submitted a false certification is responsible for a civil penalty of not more than \$250,000.00 or 2 times the amount of the contract or proposed contract for which the false certification was made, whichever is greater, the cost of the District investigation, and reasonable attorney fees, in addition to the fine. Moreover, any person who submitted a false certification shall be ineligible to bid on future Requests for Proposals (RFPs) for three (3) years from the date that it is determined that the person has submitted the false certification.

There is not an “Iran Linked Business” that exists within the bidder and/or owner, officers, directors and employees.

Bidder: _____
(Company Name)

By: _____
(Signature)

(Title)

This instrument was acknowledged before me, a Notary Public, in and for

_____ County, on this ____ day of _____, 20__.

_____ **SS:**

(Notary Public Signature)

My Commission expires: _____

Acting in the County of: _____

NEW DIGITAL TRUNKED RADIO SYSTEM DESCRIPTION



General System Overview

The upgraded digital radio system shall provide reliable, efficient, radio functionality to improve the safety and security for West Ottawa Public Schools. The expectation is for reliable radio coverage in all of our buildings, athletic fields, and property throughout the district. We want to use small hand-held portable radios by staff, mobile radios in three of our school vehicles, and desk-top radios for operations in eight different designated areas.

West Ottawa Public Schools anticipates continued safety and security system enhancements as our needs change in the future. This new system should be capable of growth and integration with video, sensor, door controls and mass notification technologies.

The most important elements for West Ottawa Public Schools today are district-wide communications, emergency notification for the Safety Team, all-call radio capability and mass notification.

Radio Vendor Evaluation

West Ottawa Public Schools is interested in developing a partnership with a qualified radio supplier to upgrade the current system and provide on-going support for many years. Price of this proposal will be important, but the integrity and experience of your organization will also be important criteria.

Please include in your response a background of your business, relationship with the radio manufacturer, the experience and training your technical staff has and references of similar solutions.

We will carefully review each response and ask clarifying questions to assure we fully understand each Vendor's commitment and ability to provide the solutions we seek. Experience, integrity and the capability of the vendor will be significant criteria of our final decision. The vendor's agreement with the school's terms and conditions as well as the total price with any options will be carefully considered.

Current Radio System

An important element of this radio system improvement is the transition from the current radio operations to the new. Please provide a description on how you will transition the School's operations to the new radio system with minimal disruption.

West Ottawa Public Schools currently have two repeaters installed for the High School and Middle School campuses . The two repeaters are located in the South High School and Harbor Lights Middle School buildings. Please see the list below regarding school buildings in the district that need radio communication interoperability.

West Ottawa Public School buildings that need to be included in the infrastructure:

1. North High School
2. South High School
3. Harbor Lights Middle School
4. Macatawa Bay Middle School
5. Pine Creek Elementary
6. Sheldon Woods Elementary
7. North Holland Elementary
8. Riley Farms Elementary
9. Woodside Elementary
10. West Ottawa Virtual Academy
11. Waukazoo Elementary
12. Lakewood Elementary
13. Lakeshore Elementary
14. Great Lakes Elementary
15. Administration Building
16. Transportation Building

All current radio communications are done with hand-held XPR3300e portable radios. There are currently 211 radios utilized throughout the district.

West Ottawa Public Schools would like to add the following radios:

- (40) R5, or it's comparable, hand-held portable radios
- (3) Mobile radios for the Superintendent, Director of Safety, and Director of Facilities vehicles
- (8) Desk-top radios for Athletics, Administration, Transportation, Director of Safety, Facilities, Campus Safety(2), and Ottawa County Dispatch.

Multisite Site Trunking Capabilities:

1. The system shall support the ability to trunk voice or data traffic to available system channels to maximize efficiency. The Trunking system shall automatically detect a P-T-T as a request to talk, and automatically select and assign a voice path for the communications of the selected talk group. Various entities and work groups must be able to communicate without

regard to channel selection, radio site selection or geographic location.

2. The system Trunking protocol shall not require the use of a dedicated control channel, allowing voice/data to simultaneously trunk on all system channels. Trunking systems that require a centralized controller and dedicated control channels can be proposed as a system option.
3. While in trunked mode, the subscriber access time, defined as PTT to system access, shall not exceed 900 milliseconds when a trunked voice path is available.
4. The system must support up to fifteen sites. It is the Vendor's responsibility to propose the number of sites and channels to support the West Ottawa Public Schools needs.
5. The system must support the ability to simultaneously trunk up to twelve (12) voice paths.
6. The system must support six (6) additional data revert paths for additional data traffic needs. As West Ottawa Public Schools grows the potential for increased data messaging will become more important. The system must provide sufficient growth potential.
7. The system shall be capable of supporting data communications that include GPS location services, text messaging, and a data interface for other customer specific and supplied applications including telemetry, system performance management, VoIP dispatch, AVL, work-order management, and email connectivity.
8. In the event of a repeater failure, the system shall continue to maintain its trunked operation, regardless of which repeater fails. It remains the vendor's responsibility to evaluate, determine and propose the appropriate number of repeaters necessary to handle the expected traffic on the West Ottawa Public Schools radio system.
9. In the event of frequency interference, the system shall continue to maintain its trunked operation, regardless of the channel being interfered with.
10. The system design should allow seamless roaming between sites. The system shall provide for automatic radio switching between network sites without any action by the user to provide communications without any

message interruption throughout the designated coverage area.

11. The system shall allow the ability to designate whether a talk group is wide area or local, by which wide area talk groups are repeated across sites and local area talk groups are repeated only at the site in which they are transmitted.
12. The system shall support the ability to restrict communication access to certain sites.

User Equipment

General

All user radios proposed (portables, mobiles, and control stations) shall fully support all features and functions available for user radios in the proposed system. The pricing for user radios shall include all programming and installation services required for operation. At the appropriate time during the implementation process the vendor will be expected to develop detailed programming personalities and talkgroup configurations with input and assistance from West Ottawa Public Schools. User radio programming shall not be performed until the schools' Project Manager has approved the programming personalities and issued a written notice to proceed with radio programming.

All proposed portable, mobile, and control station radios shall conform to the minimum standards specified by TIA/EIA-603, Section 5 "Standards for Portables".

Portable Radios

West Ottawa Public Schools want to consider purchasing a mid tier radio similar to the one listed below. **The purchase of (40) of these radios are requested**. All of the radios will be rugged and have full digital TDMA Trunking capability. The Vendor should supply a specifications sheet of each model proposed.

The **Mid Tier portable radio** should be rugged, reliable, be future-ready and provide the following minimum features: (MOTOTRBO XPR3000 / R5)

- 4 Watts of Output power
- UHF Frequency band
- 12.5 kHz analog channel bandwidth.
- 12.5 kHz TDMA (6.25e) digital channel bandwidth.
- Optional Limited Keypad with 2 line monochrome display model
- 128 Channels.
- Digital Signaling - PTT ID, Private Call, All Call, Call Alert, Escalating Alerts, Emergency, Radio Check, Radio Disable/Enable and Remote Monitor
- 16-position channel selector.
- Group scan.
- External microphone and speaker connections.
- Li-ion battery.
- Full line of optional accessories.
- 3 Programmable buttons (supporting both long and short press)
- Bluetooth 4.0
- WPA3 WiFi security protocol compliant
- Intelligent Audio
- Up to 28 hours of battery life
- 2 inch Belt clip to carry radio
- MIL-STD 810 and IP67 environment protection ratings

- 5 Years of hardware repair, technical support and software feature updates.

Mobile Radios

The proposed mobile radio should be rugged, reliable, and provide the following minimum features: (XPR5000e). **Three of these radios are requested for purchase.**

- Compact size for vehicle installation
- Front controls with integrated audio speaker
- Palm microphone with coiled cord
- Emergency button
- 12.5 kHz analog channel bandwidth.
- 12.5 kHz TDMA (6.25e) digital channel bandwidth.
- Option of either monochrome numeric or Alphanumeric color display.
- 1000 Channels.
- Digital Signaling - PTT ID, Private Call, All Call, Call Alert, Escalating Alerts, Emergency, Radio Check, Radio Disable/Enable and Remote Monitor
- Group scan.
- Acoustic Feedback Suppressor
- User-selectable audio profiles
- Full line of optional accessories.
- Optional high power unit (at least 40 watts).
- 4 Programmable buttons (supporting both long and short press)
- MIL-STD 810D Ruggedness certification and IP54 waterproof certification
- Dual Capacity Direct Mode capability

Desktop Control Station Radios

Desktop control station radios will be installed at locations to be determined at a later date. The Proposal should include per unit pricing including standard installation for a recommended control station including the radio, power supply, external speaker, desktop microphone, and antenna. The following minimum features should be supported by the proposed control station radio: (XPR5000e). **West Ottawa is requesting eight desktop radio stations for purchase.**

- Compact size for desktop operation
- Desk Tray
- Front controls with integrated audio speaker
- Desktop paddle microphone
- Emergency button.
- 12.5 kHz analog channel bandwidth.
- 12.5 kHz TDMA (6.25e) digital channel bandwidth.
- Option of either monochrome numeric or Alphanumeric color display.
- 1000 Channels.
- Digital Signaling - PTT ID, Private Call, All Call, Call Alert, Escalating Alerts, Emergency, Radio Check, Radio Disable/Enable and Remote Monitor
- Group scan.
- Acoustic Feedback Suppressor
- User-selectable audio profiles
- Full line of optional accessories.
- Optional high power unit (at least 40 watts).
- 4 Programmable buttons (supporting both long and short press)
- MIL-STD 810D Ruggedness certification and IP54 waterproof certification
- Dual Capacity Direct Mode capability
- AC Power Supply

- Magnetic mount antenna with cable. Option of external antenna with transmission line

Infrastructure Equipment

Base Station / Repeater Equipment

Because the Vendor will be responsible for the system design, including the number and model of repeaters, the system must be able to mix the 2 types of repeaters within the same system and/or site. The 2 options must meet the following specifications:

The following minimum features should be supported by the proposed Mid-Tier repeater station radio: (SLR5700)

- UHF Frequency
- Continuous full transmit power of 50 watts
- Digital Error Correction
- Support all MOTOTRBO features and system architectures
- Height of 1 RU at 19 lbs
- Field replaceable Power Amplifier, Power Supply and Modem Modules
- Front panel USB port
- 3 amp battery charger
- External Alarm Ports
- Five (5) Years service warranty
- N Female Tx connection and BNC Female Rx connection
- The transmitter shall conform to the minimum standards specified by TIA/EIA-603, Section 4.2, and the Code of Federal Regulations 47, Part 90, Subpart I.

The following minimum features should be supported by the proposed High-Tier high performance repeater station radio: (SLR8000)

- UHF Frequency
- Continuous full transmit power of 100 watts
- Digital Error Correction
- Support all MOTOTRBO features and system architectures
- Height of 2 RU at 31 lbs

- Front panel USB port, microphone jack and integrated speaker
- 3 amp battery charger
- External Alarm Ports
- Five (5) Years service warranty
- N Female Tx connection and BNC Female Rx connection
- USB-A Ethernet and Accessory connector ports
- The transmitter shall conform to the minimum standards specified by TIA/EIA-603, Section 4.2, and the Code of Federal Regulations 47, Part 90, Subpart I.

Site Assembled Rack Equipment

It is expected that the Vendor will design, prepare and assemble each system network site's equipment into a compact, industry rated, equipment rack. The system equipment rack may include all associated network components of base station repeaters, duplexer, transmitter combiners, receiver multicoupler, band pass/band reject filter and AC and lightning protection 19-inch rack mounted. System documentation shall include detailed drawings of these racks and the associated equipment and termination cabling. An option to allow West Ottawa Public Schools to visit the manufacturer's factory, prior to shipment, to inspect and witness a functional operational test of the system shall be included.

All additional site equipment including antenna, transmission line, grounding, AC Power surge protectors and site connectivity switches/routers are to be included with the Vendor's proposal.

System Design

Please provide a brief description of the radio system you have proposed with the number and location of the sites and number of channels. Please include a system diagram, site and network connectivity drawings as well as expected radio system coverage for mobile and portable radios throughout the school district. Detailed indoor coverage analysis is not required.

Please also provide a description on how this system design could be integrated with our future video, access control and associated alarm systems.

Project Management

Please describe the project management practices you will follow to provide a smooth and seamless transition to the new radio system. Describe the steps from Purchase Order acceptance, Factory Order, Manufacturing, radio programming, system testing, system documentation and location delivery, installation and optimization. Please also include any necessary FCC license updates or modifications for the new system operations.

System Warranty and Services

The Vendor's proposal shall include at least five (5) years of product warranty on each of the radio components. Any variations or suggested options should be described and priced.

Please also include a description of your technical support staff and the training of those personnel who will complete the system installation and any necessary service during the life of the system.

Please also include the response time West Ottawa Public Schools can expect when they call for repair services. Please include as an option any enhancement to system maintenance available through your organization.

User Training

Please provide a description of the end-user training you will provide for the new radio system. We expect that the new system will require some operational changes on how the staff uses the radios. We are open to train-the-trainer type of training.

Reference Accounts

Please provide three (3) reference accounts where you have provided similar radio system solutions. West Ottawa Public Schools will weigh your successful past integrations with your proposed system design for our decision to select a vendor for this new radio system project.

System Price Summary

Infrastructure:

\$ _____

Brief description of the number of sites, locations, and channels: _____

Installation:

\$ _____

Brief description of installation and integration services:

Subscribers:

\$ _____

**Brief description of portable, mobile and desk-top
radios:**

Training:

\$ _____

Brief description of training services:

Expected Project Completion Date:

Total System Price: \$
