

GILMER ISD -- REQUEST FOR PROPOSAL

Gilmer ISD will be accepting proposal for **Security Cameras and Door Access** systems.

Determination of the awarded vendor will be based on the following criteria:

- Price
- Previous experience
- Support and service options
- Additional services

Vendors should submit a detailed list of all items required which includes: Manufacturer / Model / Qty / Price per Unit / Line Item Cost Total (MMQPL); which constitutes a complete functioning system that matches or exceeds the descriptions in the specification documents.

Qualifying proposals will include:

- A single cover page that lists the company name, contact person, phone number, email address and company's billing address, the name of the project that is being proposed and the total cost for completed functioning project.
- Pages, listing detailed line items, showing any materials or expenses that are project / building-wide expenses (labor, drawings, certifications); must include line item dollar amounts.
- A list of all parts with MMQPL by building section (as designated on drawings), each section should be clearly denoted.
- List of any additional features or considerations included for this job.
- List of 3 references from other recent jobs including Company Name, Contact Person, Phone Number and email address.
- Provide a description of the support that will be provided including terms of in length of time and associated costs for the 5 years after the building is occupied and beyond 5 years where appropriate.
- Completed Felony Conviction Notification
- Completed Conflict of Interest Questionnaire (2 pages)
- Completed Non-Resident Vendor Form
- Completed House Bill 89 Verification Form
- Completed SB 252 Form

All bullet points above must be completed before the proposal will be considered.

Sealed proposals are due at the above address no later than
10:00 a.m. on Tuesday, May 21, 2019 to Gilmer ISD ATTN:
Technology RFP : 500 S. Trinity St Gilmer TX 75644

“Virtual Walkthrough” / in-person questions:
Single Mode Fiber and Horizontal Cabling: Wed. May 15 – 8:30 – 11:30 am
Security / Intercom: Wed. May 15 – 1:00 – 4:00 pm
Location: Gilmer ISD Technology building 406 N. Bledsoe St. Gilmer Tx 75644

PROJECT DESCRIPTION / OVERVIEW

Gilmer ISD is seeking a proposal for door access and video security cameras for the new construction of Gilmer High School. This document contains specifications for both phases of this proposal. Contractors are not required to bid on both to receive consideration.

This RFP will cover all hardware required to complete the functions necessary in the specifications. Wiring from the IDF/MDF to the access / sensor locations will be covered by a different RFP. It is our intention to get the best pricing for each of our proposals. By including all wiring in one proposal our goal is to reduce the labor required to accomplish the project needs. We are seeking a fully functioning system that is labeled and certified and tested when complete. We prefer a system that integrates with our current access control software, proximity cards and systems.

The best proposal will be awarded by the school board of Gilmer ISD based on the criteria listed above. The building contractor for the Gilmer High School Project is RLM; this proposal is not part of the RLM contract. Gilmer ISD will manage the work and the awarded vendor of this project. Gilmer ISD has a construction manager that will help coordinate all work done on behalf of Gilmer ISD with the building contractor, as well as the Gilmer ISD technology staff.

Gilmer ISD will make reasonable payments based on percentage of project completion/hardware purchase and installation, when an application for payment is made. Final payment and approval will not be made until the specifications are complete, testing is complete, and any training is finished. A retainage of not more than 20% will be held. Please make any inquiries and/or requirements about payments known when submitting your RFP.

GILMER INDEPENDENT SCHOOL DISTRICT

FELONY CONVICTION NOTIFICATION

The Texas Education Code, Section 44.034(a) states that a person or business entity that enters into a contract with a school district must give advance notice to the district if the person or an owner or operator of the business entity has been convicted of a felony. The notice must include a general description of the conduct resulting in the conviction of the felony.

Furthermore, Section 44.034(b) states that a school district may terminate a contract with a person or business entity if the district determines that the person or business entity failed to give notice as required by Subsection (a) or misrepresented the conduct resulting in the conviction. The district must compensate the person or business entity for services performed before the termination of the contract.

Lastly, Section 44.034 (c) states that this section does not apply to a publicly held corporation.

- () My firm is a publicly held corporation, therefore this requirement is not applicable.
- () My firm is not owned nor operated by anyone who has been convicted of a felony.
- () My firm is owned or operated by the following individual(s) who has/have been convicted of a felony:

Name: _____
Description of conduct resulting in a felony: _____

Name: _____
Description of conduct resulting in a felony: _____

Name: _____
Description of conduct resulting in a felony: _____

I, the undersigned agent for the firm named below, certify that the information concerning notification of felony conviction has been received by me and that the information furnished above is true to the best of my knowledge.

Vendor's Name: _____

Authorized Company Official's Name: _____

Authorized Company Official's Title: _____

Date

Signature

CONFLICT OF INTEREST QUESTIONNAIRE
For vendor doing business with local governmental entity

FORM CIQ

This questionnaire reflects changes made to the law by H.B. 23, 84th Leg., Regular Session.
 This questionnaire is being filed in accordance with Chapter 176, Local Government Code, by a vendor who has a business relationship as defined by Section 176.001(1-a) with a local governmental entity and the vendor meets requirements under Section 176.006(a).
 By law this questionnaire must be filed with the records administrator of the local governmental entity not later than the 7th business day after the date the vendor becomes aware of facts that require the statement to be filed. See Section 176.006(a-1), Local Government Code.
 A vendor commits an offense if the vendor knowingly violates Section 176.006, Local Government Code. An offense under this section is a misdemeanor.

OFFICE USE ONLY

Date Received

1 Name of vendor who has a business relationship with local governmental entity.

2 Check this box if you are filing an update to a previously filed questionnaire. (The law requires that you file an updated completed questionnaire with the appropriate filing authority not later than the 7th business day after the date on which you became aware that the originally filed questionnaire was incomplete or inaccurate.)

3 Name of local government officer about whom the information is being disclosed.

 Name of Officer

4 Describe each employment or other business relationship with the local government officer, or a family member of the officer, as described by Section 176.003(a)(2)(A). Also describe any family relationship with the local government officer. Complete subparts A and B for each employment or business relationship described. Attach additional pages to this Form CIQ as necessary.

A. Is the local government officer or a family member of the officer receiving or likely to receive taxable income, other than investment income, from the vendor?

Yes No

B. Is the vendor receiving or likely to receive taxable income, other than investment income, from or at the direction of the local government officer or a family member of the officer AND the taxable income is not received from the local governmental entity?

Yes No

5 Describe each employment or business relationship that the vendor named in Section 1 maintains with a corporation or other business entity with respect to which the local government officer serves as an officer or director, or holds an ownership interest of one percent or more.

6 Check this box if the vendor has given the local government officer or a family member of the officer one or more gifts as described in Section 176.003(a)(2)(B), excluding gifts described in Section 176.003(a-1).

7

 Signature of vendor doing business with the governmental entity

 Date

CONFLICT OF INTEREST QUESTIONNAIRE
For vendor doing business with local governmental entity

A complete copy of Chapter 176 of the Local Government Code may be found at <http://www.statutes.legis.state.tx.us/Docs/LG/htm/LG.176.htm>. For easy reference, below are some of the sections cited on this form.

Local Government Code § 176.001(1-a): "Business relationship" means a connection between two or more parties based on commercial activity of one of the parties. The term does not include a connection based on:

- (A) a transaction that is subject to rate or fee regulation by a federal, state, or local governmental entity or an agency of a federal, state, or local governmental entity;
- (B) a transaction conducted at a price and subject to terms available to the public; or
- (C) a purchase or lease of goods or services from a person that is chartered by a state or federal agency and that is subject to regular examination by, and reporting to, that agency.

Local Government Code § 176.003(a)(2)(A) and (B):

(a) A local government officer shall file a conflicts disclosure statement with respect to a vendor if:

(2) the vendor:

(A) has an employment or other business relationship with the local government officer or a family member of the officer that results in the officer or family member receiving taxable income, other than investment income, that exceeds \$2,500 during the 12-month period preceding the date that the officer becomes aware that

(i) a contract between the local governmental entity and vendor has been executed;

or

(ii) the local governmental entity is considering entering into a contract with the vendor;

(B) has given to the local government officer or a family member of the officer one or more gifts that have an aggregate value of more than \$100 in the 12-month period preceding the date the officer becomes aware that:

(i) a contract between the local governmental entity and vendor has been executed; or

(ii) the local governmental entity is considering entering into a contract with the vendor.

Local Government Code § 176.006(a) and (a-1)

(a) A vendor shall file a completed conflict of interest questionnaire if the vendor has a business relationship with a local governmental entity and:

(1) has an employment or other business relationship with a local government officer of that local governmental entity, or a family member of the officer, described by Section 176.003(a)(2)(A);

(2) has given a local government officer of that local governmental entity, or a family member of the officer, one or more gifts with the aggregate value specified by Section 176.003(a)(2)(B), excluding any gift described by Section 176.003(a-1); or

(3) has a family relationship with a local government officer of that local governmental entity.

(a-1) The completed conflict of interest questionnaire must be filed with the appropriate records administrator not later than the seventh business day after the later of:

(1) the date that the vendor:

(A) begins discussions or negotiations to enter into a contract with the local governmental entity; or

(B) submits to the local governmental entity an application, response to a request for proposals or bids, correspondence, or another writing related to a potential contract with the local governmental entity; or

(2) the date the vendor becomes aware:

(A) of an employment or other business relationship with a local government officer, or a family member of the officer, described by Subsection (a);

(B) that the vendor has given one or more gifts described by Subsection (a); or

(C) of a family relationship with a local government officer.

Non-Resident Vendor Form
Gilmer Independent School District

Please answer the following questions and return with this proposal

Texas law prohibits cities and governmental units from awarding contracts to a non-resident unless the amount of such proposal is lower than the lowest proposal by a Texas resident by the amount the Texas resident would be required to underbid in the non-resident proposer's state.

For information regarding this series of questions, see Article 801g of the Texas Civil Statutes.

Is your principal place of business in Texas? Yes No (Circle One)

If no, in which state is your principal place of business? _____

If your principal place of business is not Texas, does your state favor resident proposers in your state by some dollar increment or percentage?

Yes No (Circle One).

If yes, what is that dollar increment or percentage? _____

AUTHORIZED SIGNATURE

NAME OF COMPANY

TELEPHONE NUMBER

ADDRESS

DATE

CITY STATE

House Bill 89 VERIFICATION

I, _____, the undersigned representative of

_____ Company or Business name

(hereafter referred to as company) being an adult over the age of eighteen (18) years of age, verify that the company named-above, under the provisions of Subtitle F, Title 10, Government Code Chapter 2270:

1. Does not boycott Israel currently; and
2. Will not boycott Israel during the term of the contract the above-named Company, business or individual with the Gilmer Independent School District.

Pursuant to Section 2270.001, Texas Government Code:

1. *"Boycott Israel" means refusing to deal with, terminating business activities with, or otherwise taking any action that is intended to penalize, inflict economic harm on, or limit commercial relations specifically with Israel, or with a person or entity doing business in Israel or in an Israel-controlled territory, but does not include an action made for ordinary business purposes; and*
2. *"Company" means a for-profit sole proprietorship, organization, association, corporation, partnership, joint venture, limited partnership, limited liability partnership, or any limited liability company, including a wholly owned subsidiary, majority-owned subsidiary, parent company or affiliate of those entities or business associations that exist to make a profit.*

DATE

SIGNATURE OF COMPANY REPRESENTATIVE

SB 252

CHAPTER 2252 CERTIFICATION

I, _____, the undersigned representative of _____ (Company or business name) being an adult over the age of eighteen (18) years of age, pursuant to Texas Government Code, Chapter 2252, Section 2252.152 and Section 2252.153, certify that the company named above is not listed on the website of the Comptroller of the State of Texas concerning the listing of companies that are identified under Section 806.051, Section 807.051 or Section 2253.153. I further certify that should the above-named company enter into a contract that is on said listing of companies on the website of the Comptroller of the State of Texas which do business with Iran, Sudan or any Foreign Terrorist Organization, I will immediately notify the Gilmer Independent School District's Purchasing Department.

Name of Company Representative (Print)

Signature of Company Representative

Date

SECTION 28 1300
ACCESS CONTROL SYSTEMS

PART 1 - GENERAL

1.1 SCOPE

- A. Related Documents: General and Supplementary Conditions of the Contract, Division 1 General Requirements, and Drawings are applicable to this Section.
- B. Furnish and install, complete with all accessories, a certifiably functioning Access Control System for the new Campus.
- C. The Contractor shall provide all materials, equipment, labor and all other incidental materials and appliances necessary, as described herein and in the drawings, to provide a complete turnkey and functional system, regardless of any materials and/or equipment not listed or described in this specification and/or supplementary drawings.
- D. The system will use the District WAN for any required connectivity.
- E. Refer to the technology drawings for all device locations.
- F. Refer to the hardware specifications for all door hardware requirements.
- G. Cable drops will be included in the cabling RFP and located based on drawings at device locations. Additional wiring needed will be the responsibility of the awarded vendor.
- H. The Installing contractor shall provide all necessary devices on the access control system, according to the Installation Instructions furnished with each product and as outlined in this proposal.
- I. The system will be monitored by District personnel. The contractor will set the system to provide email and SMS messaging to the required parties during the programming phase of this project.
- J. Provide operational programming support as outlined in the specifications above what would be required for a complete system.
- K. Interconnectivity with fire control systems must be available, completed and tested before final system checkout is complete.

1.2 SUMMARY

- A. The following is a summary of the Contractor's Responsibilities and Requirements. The following does not preclude other Contractor Responsibilities and Requirements listed in this RFP.
- B. Review of Contract Documents and field conditions by Contractor prior to the Work.
- C. The Owner makes no representations as to the accuracy or completeness of the site information furnished to the Contractor by the Owner and does not expressly or impliedly warrant same and is not responsible for any interpretations or conclusions reached by the Contractor with respect thereto. It is Contractor's sole responsibility to verify to its own satisfaction all site information.
- D. The Contractor is responsible for having visited the site and ascertained pertinent local conditions such as location, accessibility, and character of the site or building, the character and extent of existing work within and adjacent to the site, and any other work being performed thereon at the time of the submission of his proposal. Any failure to do so will not relieve him from responsibility for successfully performing the work without additional expense to the Owner.
- E. The Contractor shall take field measurements and verify field conditions and shall carefully compare such field measurements and conditions and other information known to the

- Contractor with the Contract Documents before commencing activities. Errors, inconsistencies or omissions discovered shall be reported to the Owner at once.
- F. If in the performance of the Contract, subsurface, latent, or concealed conditions at the site are found to be materially different from the information included in the RFP and the resulting Contract Documents, or if unknown conditions of an unusual nature are disclosed differing materially from the conditions usually inherent in work of the character shown and specified, the Owner shall be notified in writing of such conditions before they are disturbed. A/E, with the approval of the Owner, will promptly make such changes the Specifications as deemed necessary to conform to the different conditions, and any increase or decrease in the Work, or in the time within which the Work is to be completed, resulting from such changes will be adjusted by Change Order subject to the prior approval of the Owner.
 - G. Before submitting its proposal to the Owner, and continuously after execution of the Contract, the Contractor shall carefully study and compare this RFP and shall at once report to the Owner any error, inconsistency or omission the Contractor may discover, including any requirements which may be contrary to any law, ordinance, rule, regulation or order of any public authority bearing on the performance of the Work. By submitting its proposal for the Contract and the Work, the Contractor agrees that the RFP and resulting Contract Documents appear accurate, consistent, and complete insofar as can reasonably be determined. If the Contractor has reported in writing an error, inconsistency or omission, has promptly stopped the affected work until otherwise instructed, and has otherwise followed the instructions of the Owner, the Contractor shall not be liable to the Owner for any damage resulting from any such errors, inconsistencies or omissions in this RFP and resulting Contract Documents. The Contractor shall perform no portion of the Work at any time without the Contract Documents and, where required, approved Project Drawings, Product Data or Samples for such portion of the Work.
 - H. The Contractor shall perform the Work in accordance with the Contract Documents and submittals.
 - I. The Contractor shall arrange for the securing of any and all necessary permits and pay for same.
 - J. The RFP must be submitted with line items for all parts and labor. Each part must include the manufacture and part number.

1.3 WARRANTY

- A. The Contractor warrants to the Owner that all materials and equipment furnished under this RFP will be new unless otherwise specified, and that all Work will be of good quality, free from faults and defects and in conformance with the RFP. All Work not conforming to these requirements, including substitutions not properly approved and authorized, may be considered defective. If required by the Owner, the Contractor shall furnish satisfactory evidence as to the kind and quality of materials and equipment.
- B. The Contractor warrants the materials, workmanship and work to be in conformance with the Contract Documents included in this Project, for five full years from date of Acceptance unless a longer warranty or special guarantee is specified. Contractor shall assign to Owner all warranties and guarantees from or rights against any manufacturer, supplier or distributor of equipment, fixtures and other material installed in or incorporated in the Work at the time of Acceptance by owner.
- C. The Warranty binds the Contractor to correct any work that does not conform to such Contract Documents or any defects in workmanship or materials furnished under this Contract which may be discovered within the one year period. The Contractor shall, at its own expense, correct such defect after receiving notice from the Owner by repairing same to the condition called for in the Contract Documents.
- D. Contractor shall warrantee the repaired/replace item for one year from date of repair/replacement. This warranty shall cover parts, labor, travel and all other expenses.

- E. All replacement, installation, integration, maintenance and testing provided in conjunction with the warranty provisions of such contract will be provided at no additional cost to the Owner.
- A. Warranty service shall be on a 24-hour/day, 365-day/year basis with a response time not to exceed two (2) hours. The respondent shall certify that its proposed service facility shall initiate, within 4 hours of the initial response, on-site repair to any critical system component that fails while under warranty.
 - 1. If the contractor fails to respond in the time allotted above or if it becomes necessary for the Owner to contract out for warranty repairs, due to an inability or failure of the Contractor to perform such repairs, the Contractor shall reimburse the Owner for all invoices for parts, labor, materials, travel, per-diem, and all other related expenses such as shipping/handling costs to perform such repairs, within 30 days from presentation of an invoice from the Owner.

1.4 MATERIAL AND WORKMANSHIP

- A. The Contractor shall provide and pay for all materials, supplies, machinery, equipment, tools, superintendence, labor, services, insurance, and all water, fuel, transportation, and other facilities necessary for the execution and completion of the work covered by the Contract Documents.
- B. Unless otherwise specifically provided in this Contract, all equipment, material, and articles incorporated in the work covered by this Contract are to be new and of the most suitable grade for the purpose intended.
- C. All work under this Contract shall be performed in a skillful and professional manner. The Contractor agrees to employ only orderly and competent employees, skillful in the performance of the type of work required under this contract; and agrees that whenever informed by the Owner in writing that any employee(s) on the work is (are), in its opinion, incompetent, unfaithful or disorderly, shall be discharged from the work and shall not again be employed on the work without the Owner's written consent.
- D. Materials or work described in words, which so applied, have a well-known technical or trade meaning shall be held to refer to such recognized standards. Neither custom nor usage of trade shall require the Owner to accept materials or workmanship not in strict and complete compliance with the Contract Documents.

1.5 REFERENCES

- A. ANSI/TIA/EIA 569 - Commercial Building Standard for Telecommunications Pathways and Spaces
- B. ANSI/TIA/EIA 862 – Building Automation Systems (BAS)
- C. ANSI/TIA/EIA 606-A – Administration Standard for Commercial Telecommunications Infrastructures
- D. International Standards Organization/International Electro technical Commission (ISO/IEC) DIS 11801,
- E. ANSI/TIA/EIA 862 – Building Automation Systems Cabling Standard for Commercial Buildings.
- F. ANSI/TIA/EIA 568-B
- G. International Standards Organization (ISO) 7816
- H. Underwriters Laboratories (UL®) Cable Certification and Follow up Program
- I. National Electrical Manufacturers Association (NEMA)
- J. American Society for Testing Materials (ASTM)
- K. National Electric Code (NEC®), Latest Issue

- L. Institute of Electrical and Electronic Engineers (IEEE)
- M. UL Testing Bulletin

1.6 QUALIFICATIONS

- A. Acceptable Manufacturer
 - 1. The following manufacturer's systems will be acceptable for this project:
 - a. The school district will consider any acceptable manufacturers for this project.
 - b. Preference will be given to manufacturers who are 100% compatible with currently used access control system.
 - c. Currently used system:
 - 1) Software: Continental
 - 2) Hardware : Continental
 - 3) Proximity Cards: HID Prox Plus or Iclass
- B. Contractor
 - 1. The Installing security contractor shall provide proof from the specified manufacturer that they are an authorized integrator for the products proposed in this solution.
 - 2. The contractor will utilize the authorized manufacturer components and distribution channels in provisioning this Project. Contractors must be prepared to submit authorized manufacturer factory training certificates.
 - 3. The proposed contractor will have a minimum of three (3) years' experience with the proposed manufacturer's products.
 - 4. The technician(s) who will be responsible for all programming requirements shall have a documented minimum experience of 18 months with the specified manufacturer's product. Contractor shall provide proof of certification / training with the product submittals
 - 5. Preferred contractor will have a minimum of five (5) years' experience with the design, installation and project management of access and control systems.
 - 6. The preferred contractor will have a minimum of five (5) years of access control installation experience with K-12 schools in Texas.
 - 7. The contractor will comply with all federal, state and local statutes regarding qualifications of firms.
 - 8. The contractor will have adequately trained personnel in the usage of such tools and equipment and will provide a quantity of certified technicians as part of their submittal response.
 - 9. The contractor must have previously established offices located within 120 miles of the District Administration Building.
 - 10. The contractor shall provide proof of licensing by the Texas Board on Private Security run by the Department of Public Safety.
 - 11. The Contractor shall not have any grievances or complaints of record regarding workmanship, code compliance or service response. A Contractor that has any prior finding(s) of a license violation or has any litigation in process is unacceptable.
 - 12. The District reserves the right to reject bid of any bidder who has previously failed to perform properly, or complete on time, contracts of a similar nature.
- C. Subcontractors
 - 1. The use of qualified sub-contractors for this project is NOT approved. Only the bidder will be permitted to install and program the system. Sub-contractors may be used for the installation of the pathways and cabling only.

1.7 SUBMITTALS AND CLOSE OUT DOCUMENTS

- A. Provide product data cut sheets for all listed products in section two of this specification as per Section 01 3000 with the following provisions:
 - 1. Shop drawings are required for the submittal package and will contain the following information:

- a. Identify the location of each device as per the technology drawings to include all door contacts, motion sensors, access control panels, request to exit devices and other devices associated with the access control systems.
 - b. Each device shall be labeled as per the direction provided in these specifications and by the direction provided by the Maintenance and Technology Departments in the District.
 - c. Title blocks used on all drawings will be that of the contractor and shall include the following:
 - 1) Company name,
 - 2) Company address and phone number for service.
 2. Provide manufacturer cut sheets for each piece of equipment specified. Include the manufacturer name, model number and description of each listed component.
 - a. If the data sheet includes multiple part numbers or models the bidding contractor will indicate which particular model is being submitted by marking the appropriate model number with an "X" or an arrow.
 3. Provide a copy of current manufacturer certifications for the company and for all personnel who will provide services on this project.
 4. No portion of the work shall commence or equipment ordered until the architect has approved the submittals.
- B. Closeout Submittals will be submitted under provisions of Section 01 7000 with the following provisions.
1. Maintenance Data: Include manufacturers' operating instructions, original copies of all software, recommended maintenance required and maintenance intervals.
 2. A complete parts list.
 3. A spreadsheet containing the following information about the access control system:
 - a. Panel Name (Coordinate with District Representative)
 - b. IP Address (Obtained from District Technology)
 - c. MDF or IDF room that the panel originates in as per the design documents.
 - d. Port number of the patch panel the panel is connected to
 - e. Port number of the switch the panel is connected to. (Obtained in coordination with District Technology)
 4. Record drawings shall show the following:
 - a. Identify the accurate location of each device as it appears inside the building. Devices shall include all door contacts, motion sensors, access control panels, request to exit devices and other devices associated with the access control systems.
 - b. Each device shall be labeled as per the direction of the District.
 - c. Show all cable pathways used to reach each device location.
 - d. Provide panel elevation details that match the outlines left in each panel location as described in section two of this specification.
 - e. Title blocks used on all drawings will be that of the contractor and shall include the following:
 - 1) Company name,
 - 2) Company address and phone number for service.
 - 3) Date on the drawings will match the date of acceptance for warranty purposes.
 5. Contractor will provide (2) Electronic copies of the plans on a dedicated thumb drive. Drawings will be issued in both CAD and PDF formats.
 - a. Electronic copies of the drawings can be in color. Do not use the color yellow for any purpose.
 - b. Upon approval by the Owner and the architect, the contractor will then submit the electronic drawings with any changes that may be required by the owner's review.
 6. In addition to the previously mentioned copies, the contractor will also provide a laminated full size 30 x 42 drawing of the overall floor plan of the campus to the owner for placement at the owner's discretion.

7. *A completed record drawing will be required for use during the final acceptance process of the construction project. Failure to produce the record drawing during this process will result in a delay in the final acceptance approval by the District.*

1.8 PROJECT CONDITIONS

- A. Project Environmental Requirements
 1. Comply with requirements of referenced standards and recommendations of material manufacturers for environmental conditions before, during, and after installation.
 2. Do not begin installation until instructed to perform by the district construction manager at risk.
 3. While on campus or on any land owned by the District all contractors will comply with District policies concerning alcohol, tobacco (including all electronic cigarettes and chewing tobacco) and firearms as well as any other District policy governing dress, behavior etc.
 4. Contractor will be prepared to provide insurance and other requirements of the general contractor during this project.
 5. Coordinate with the District Technology Department in obtaining all the required IP addresses.
 6. Coordinate with building contractor and conform to work schedule set forth.

1.9 DELIVERY, STORAGE AND HANDLING

- A. Comply with requirements of the delivery storage and handling specification sections in the project specification book.
- B. Deliver materials in manufacturer's original, unopened, undamaged containers with identification labels intact.
- C. Store materials protected from exposure to harmful environmental conditions and at temperature conditions recommended by manufacturer.
- D. Handle products and systems in accordance with manufacturer's instructions.

PART 2 - PRODUCTS

2.1 CONTROL AND NETWORK CABLES AND PATHWAYS

- A. The Contractor will provide all necessary devices, door position switches, power supplies, motion sensors, and card readers as required providing a complete and functioning system.
- B. Contractor will refer to the drawing for any locations of the devices and connect them into the access control panels. All devices shown on the drawings will be considered a monitored device. All exterior doors shall receive a door position switch. All exterior doors leading into the building except for riser, mechanical or other "dead end" rooms will have a request to exit device provided by the door hardware contractor and wired in by the security contractor.
- C. All cabling for the approved manufacturer's hardware must meet the manufacture specifications, including the requirements for cable that is stranded, twisted and contains an overall shield to eliminate electrical interference. The use of UTP cabling for this project is not approved.
- D. Pair counts and wire gauge must meet the approved manufacturer's specifications based upon the distances and power level required.
- E. Plastic tie wraps are not permitted at any time in the cable pathway on this project except inside the panels themselves. Small plastic tie wraps can be used in this circumstance. Contractor is forbidden to bring any plastic tie wraps onto the project grounds at any time. Contractor will use Velcro based ties to secure the cable bundles.
- F. All above ceiling cabling installed for this system will be supported with j-hooks secured to the building structural steel, walls, or by dedicated all thread rods or dedicated grid wire.

Contractor will not share pathways with any other low voltage structured cable plant and will not use the grid wire that is supporting the ceiling at any time.

1. Contractor will not secure j-hooks to the ceiling grid wire for any reason. Grid wire may be used to support independent j-hooks providing it is properly secured to the building structure. J-hooks will be spaced 48" - 60" apart.
 2. All grid wire used for the cable pathways must be supported at both ends of the wire. The contractor cannot hang their j-hooks from the end of the grid wire. Secure the grid wire to the structure above and to the ceiling grid. Attachments to the ceiling grid will require a yellow colored clip (Caddy Independent Electrical Drop Wire)
- G. Cable pathways will not rest or touch or be secured to ducts, pipes, or other utilities found in the overhead ceiling. Pathways not conforming to these requirements will be corrected or repaired by the contractor immediately.
- H. Any cables showing signs of excessive bending or mishandling that result in damage to the cable jacket will be replaced at contractor's cost.
- I. The contractor will use their own sleeves as needed to penetrate any walls and will fire stop the sleeves to meet all applicable codes. It will be the contractor's responsibility to plan for any such penetrations. Wiring run through any penetration without a proper sleeve will be removed and replaced at the contractor's expense. All sleeves shall require white plastic bushings on each end of the sleeve. Contractors installing cabling in conduit sleeves without bushings shall replace the entire pathway. Split bushings shall not be accepted for any reason.
- J. Conduit pathways shall be provided in all exterior door locations and on interior locations as needed. The owner will not accept any exposed wiring for any reason below the ceiling. Coordinate all pathway rough in with the site general contractor and electrical contractor prior to the rough in and installation of the door frames. Bushings shall be provided and installed by the electrical contractor in all cases where the electrical contractor provides the conduit pathway or sleeves.
- K. Access control contractor will wire each indoor surveillance camera back to the access control panel as a motion detector. Coordinate with the surveillance contractor prior to beginning work. Terminate the cables at the panel location and on the back of each indoor camera. Do not wire up connectivity to any exterior mounted camera.

2.2 ACCESS CONTROL PANELS

- A. The access control panel will be wall mounted at the location shown on the technology drawings.
- B. A fully functioning system must be proposed.
- C. Contractor will size out the appropriate wall mounted panel to accept the number inputs and door controllers as shown on the drawings.
- D. Obtain IP addresses as needed for the controller from the District Technology Department. Each panel will be provided with a fixed IP address.
- E. Controller shall ensure all portal licenses meet the requirements of the current design.
- F. The contractor will provide and install a dedicated power supply for all panel locations. The contractor will coordinate with the electrical contractor on obtaining power for the power supplies. The use of power cords plugged into wall outlets for the panel or controller power supplies is not permitted.
- G. Contractors who place the panel in locations not approved on the contract documents or by written authorization from the architect will be required to move the panel to the approved location. Such a move will be performed at the contractor's cost.

- H. District Technology will plug in the patch cable to the switch and provide the contractor with the switch port number for the contractors close out documentation. Coordinate with District Technology on this process.
- I. All access control panels shall have an 8 ½ x 11 laminated layout that has the following information placed inside door of the panel. Contractor shall provide a mock-up of this document prior to deploying it inside the control panels.
 - 1. In the upper left corner of the layout provide the name of the installing company, phone number and Texas Security License number
 - 2. In the upper right corner of the page provide the Name of the campus, the MDF or IDF room location.
 - 3. IP Address of the panel will be placed under the MDF / IDF room I.D., provide the subnet mask beneath the IP address.
 - 4. Place the gateway IP address information below the subnet mask
 - 5. Place the service contract information (contact and phone number or just phone number will be acceptable)
 - 6. Beneath the common information provide a line diagram showing each blade location and the name of the device attached to each input on each card.
 - 7. All wiring shall be neatly dressed to each device input location and labeled within 1" of the termination at the input. Wiring includes all devices and the wiring bringing in the power for the power supply.
 - 8. Wire all tamper switches on each control panel door back into the system.
 - 9. Label the battery and power supply location with the name of the campus, the MDF or IDF room location (MDF, IDF A etc) and the date in which the battery was installed. Labels shall consist of white backgrounds with black letters with a large font. Machine generated adhesive labels only. Nothing handwritten shall be acceptable.

2.3 AUXILIARY POWER SUPPLY

- A. Provide as required auxiliary power supply(s) and battery backup, U.L. Listed and labeled for access control systems.
- B. Provide low battery reporting as part of the access control system programming. Standby battery operation time shall equal, or exceed, the standby operation time of the main panel; in any case, provide a minimum of 12 amp hours battery backup.
- C. Provide a U.L. Listed cabinet suitable for surface mounting. The cabinet and front shall be corrosion protected, given a rust-resistant prime coat, and a painted standard finish. The back box and door shall be constructed of 0.060" minimum steel with provisions for electrical conduit connections into the sides and top. The cabinet shall provide storage for backup batteries. The door shall provide a key lock to access system components, key alike with main panel. The cabinet shall be attack resistant and fitted with front and back tamper switches. All components shall be securely mounted and all cable routed and tie wrapped in a neat, professional manner.
- D. All power cables will route via conduit pathways connecting the main power supply to the control panel location. The conduit pathways are the responsibility of the access control contractor.
- E. The contractor shall be responsible for providing power for the power supply through a 120 VAC, 20-ampere breaker from spares scheduled in nearest panel.
- F. All electrical wiring shall be done on terminal strips – no wire nuts or caps are permitted at any time on any panel.
- G. Manufacturer/Model: Provide Altronix power supplies, or approved equivalent.

- H. Label the location of the circuit and electrical panel supporting the power supply inside the power supply cabinet and inside the access control cabinet.

2.4 DOOR POSITION SWITCHES

- A. Contractor shall provide and install new flush mount door contacts at all locations shown on the plans in the top of all new door frame locations. All contacts will either be painted to match jam color or not painted at all.
- B. All flush mount door contacts shall be secured and sealed with clear drying silicone gel.
- C. Contractor shall provide and install new surface mounted wide gap contacts at all roll up door and roof hatch locations. Reference the drawings for these locations.
- D. Flush Mount Door Position Switches

2.5 DOOR HARDWARE AND HARDWARE POWER SUPPLIES

- A. Reference the door hardware specifications for the door hardware and door power supply information. The door hardware contractor will provide the EPT and door power supplies for the new electronic latch retraction doors and EPT devices for all other exterior door locations where request to exit devices are noted. Where determined by the door hardware consultant the use of armored loops may be authorized. Consult the door hardware specifications for more information.
- B. The access control contractor will wire / connect the power supply to both the power source and to the door hardware via the EPT or other approved pathway provided by the hardware manufacturer.
- C. Contractor will review the door hardware specifications to ensure there are no conflicts with the door power supplies, hardware and the access control system. Contractor shall review the door hardware schedule and compare all device locations on the plans with the schedule. Report any conflicts to the Architect during the bid period. In the case of a conflict with the hardware specifications the contractor shall price all work based on providing the proper door hardware as per the access control drawings.
- D. The access control contractor will power all door hardware from a centralized location at the main control panel location. Door hardware power supplies will be provided by the door hardware contractor. Access control will be responsible for all wiring and connectivity necessary for a complete and functioning system and include battery back up.
- E. Provide and install a control panel location and wire each power supply from this panel location.

2.6 REQUEST TO EXIT DEVICES (RTE)

- A. The door hardware contractor shall provide the RTE devices to all door locations shown on the plans. All RTE devices shall be built into the door hardware and connected by the access control contractor.

2.7 DOOR RELEASE BUTTON

- A. Contractor shall provide and install a surface mounted hold up button located at the locations shown at each campus to control select doors in the facility. Reference the drawings for button locations and the doors that will be controlled.
- B. This same function will also be programmed into the software allowing the receptionist to click on the door and release it.
 - 1. Depressing the button should show in the system, as an approved entry but the log should record it as being released by the receptionist not a specific individuals credential.
- C. Acceptable manufacturer:
 - 1. United Security HUB-DL-L Latching hold up button with screw terminals

2.8 EMERGENCY ALARM BUTTON

- A. Contractor will provide and install two emergency alarm buttons at the receptionist area and administrative area on each campus. Coordinate final location with GISD prior to installation. Electrical will provide a conduit pathway and a single gang back box for each device.
- B. When activated the alarm button shall take any powered door(s) that are currently scheduled to be unlocked and lock them. An email and a text message shall be generated to identify members of GISD that an alarm condition exists in the facility.
 - 1. Coordinate with technology personnel on exact wording for these messages however the message will include the specific name of the campus in which the button was pressed.

2.9 INTERCOM STATION

- A. Contractor will reference the Technology drawings to coordinate the location of the intercom station. The system shall control and release the doors through the access control system.
- B. The contractor will be required to provide and install a new system at the campus at the location shown, test and operate the system a minimum of five times in the presence of the owner and consultant from the station location.
- C. The system station will need to be programmed into the access control system with relay to demonstrate a means of legitimate ingress.

2.10 CARD READERS

- A. The security contractor shall seal all exterior reader locations with a clear UV resistant sealant to prevent insect or water damage.
 - 1. Silicon will dry clear and must be UV resistant.
- B. Route the wiring to the nearest access control panel in an approved pathway that was provided and installed by the security contractor.
 - 1. Contractor shall not run any cabling in any existing cable pathway already installed to support other low voltage trades such as the network station cabling or intercom speakers etc.
- C. All readers must be wired with the same pattern at all locations.

2.11 MOTION SENSORS

- A. Motion sensors will be ceiling mounted or wall mounted in all locations shown.
- B. Wire all motion sensors back into the access control panel.
- C. Contractor shall coordinate the placement of all devices with the Technology Department prior to final installation.
- D. The installing contractor will coordinate with the security camera integrator and tie in the access control system to all indoor camera locations. The access control contractor will connect each camera back to the access control panel for motion detection capability. The surveillance contractor will work in oversight with the access control contractor in connecting the cabling to the cameras.

2.12 INTEGRATION WITH SECURITY PANEL

The access control system shall be integrated with security panel and fire control. Each access control device; motion sensors, door contacts and emergency buttons, should be

programmed to activate an access control output. The output will be connected directly to an individual zone.

2.13 PRIMARY SERVER DATABASE, CONTROLLER AND PROGRAMMING REQUIREMENTS

- A. The access control database must be compatible with current district database technology. Coordinate all activity in this area with the Director of Technology prior to beginning work.
- B. If the programming requirements for the access control system requires unique and specialized programming; all settings must be coordinated with district technology personnel.
 - 1. Mapping navigation coordinated with the technical drawings.
 - 2. Step 2 of map navigation will be a complete as-built of the high school and its ancillary buildings to include all access control icons that coincide with the actual install.
- C. Programming each panel at the campus.
 - 1. Program each control panel on the District network, IP addresses and VLAN configuration will be provided by the District.
 - 2. Programming all required inputs, outputs, card readers, locks, portals, card reader groups, portal group's access levels, time schedule and time schedule group's along with any other programming to provide a complete working system.
 - 3. Coordinate with the District on all other programming requirements including:
 - a. Program all access levels
 - b. Program all user information
 - c. Programming all threat level lockdowns to include emergency lock down and snow day levels.
- D. Icons will be programmed in such a way as to identify the following conditions at each monitored door:
 - 1. Forced door
 - 2. Door held open
 - 3. Door demonstrating a legitimate exit or entry to the building.
 - 4. When such a condition rises then the camera located nearest the door, as shown on the plans, will provide a pop up video of footage taken during the alarm event.
- E. It will be the responsibility of the access control contractor to obtain the electronic copies of the floor plans from the architect through the General Contractor.
 - 1. Contractor shall work with the owner in setting up the user database and programming card access to the users and specific doors with the following information:
 - a. Regular work hours
 - b. Holidays – School closed or half day events
 - c. Summer hours
 - d. Coordinate all times with the owner.
 - e. Cafeteria staff entrance doors shall be programmed specifically for the cafeteria staff and administrators only as directed by the owner.
 - f. Additional programming of doors for special District events will be the responsibility of the owner.
 - g. Program low battery alarms for each panel battery installed. Coordinate with the owner on the threshold for this event.

2.14 TRAINING ON ACCESS CONTROL SYSTEM.

- 1. Training on the system will be completed before final project signoff.

PART 3 - EXECUTION

3.1 INSTALLATION

- A. Components of the system will be installed in a neat, professional manner.

- B. Wiring color codes will be strictly observed and terminations will be uniform throughout the system.
- C. Identification markings and systems will be uniform.

3.2 SPECIAL REQUIREMENTS FOR CABLE ROUTING AND INSTALLATION

- A. Cabling
 - 1. All cabling used throughout this project will comply with the requirements as outlined in the National Electric Code (NEC®) Articles 725, 760, 770, and 800 and the appropriate local codes.
 - 2. All copper cabling will bear the appropriate markings for the environment in which they are installed.
 - 3. Cabling shall be supported with continuous supports, J-hooks, spaced 48-60" apart. Secure J-hooks to building structure, all thread or a dedicated grid wire. Do not support pathways from existing trades such as plumbing, fire suppression or HVAC. Do not hang wiring off of electrical conduits or all the wiring to touch any other device, trade, structure of the building etc.
 - 4. All cabling will be supported with Velcro. The use of plastic tie wraps in all cable pathway areas except for inside the panel itself, is forbidden.
- B. Fire Stopping
 - 1. Fire stopping equipment and practices will comply with applicable national and local codes.
 - 2. Sealing of openings between floors, through rated fire and smoke walls, existing or created by the Contractor for cable pass through will be the responsibility of the Contractor.
 - 3. Sealing material and application of this material will be accomplished in such a manner, which is acceptable to the local fire and building authorities having jurisdiction over this work.
 - 4. Creation of such openings as are necessary for cable passage between locations as shown on the drawings will be the responsibility of the Contractor's work.
 - 5. Any openings created by or for the Contractor and left unused will also be sealed as part of this work.
- C. Contractor Responsibility – Damage to existing facilities
 - 1. The Contractor will be responsible for completely repairing damage to any surfaces or work disrupted because of this work. Repair of surfaces, including patching and painting, will be included in the contractor's scope of work as becomes necessary.
 - 2. The Contractor will rectify all damages caused by the contractor at the Contractor's sole expense through District approved contractors such as painters, sheet rock companies or other similar trades.
 - 3. Damage to any area of the campuses or the buildings shall be reported to the District contact person in writing (with photos for clarification of the damage) within 1 hour of the event occurring.

3.3 TESTING WARRANTY SERVICES

- A. A factory-trained representative of the manufacturer shall supervise the final connections and testing of the system and it shall be subject to the final acceptance of the Architect/Engineer and Owner.
- B. Prior to any final acceptance walk through the access control contractor shall make a thorough inspection of all device locations to insure the following:
 - 1. Confirm all devices are properly located and connected as per the design documentation, construction specification documents and manufacturer's best practices or installation instructions for a complete and functional system.
 - 2. Verify the functionality of all installed devices.
 - 3. Verify the accuracy of all record drawings that will be used as part of the close out process.

- C. The Contractor shall provide a warranty of the installed system against defects in material or workmanship for a period of one (1) year from the date of substantial completion. Any equipment shown to be defective shall be replaced, repaired, or adjusted free of charge. All labor and materials shall be provided at no expense to the Owner. All equipment will carry a one-year warranty or manufacturers warranty whichever is greater.

3.4 MISCELLANEOUS EQUIPMENT

- A. The Contractor will provide any necessary consumable materials and support hardware necessary to facilitate the installation of the system.

3.5 LABELING

- A. System components and wiring shall be comprehensively labeled inside the control panel locations. All labeling will correspond to the information / schematic that will be included inside each control panel location.
 - 1. All labels shall be machine generated.
 - 2. Handwritten labels are not acceptable.

3.6 TECHNICAL SUPPORT

- A. On site cut over day support
 - 1. Contractor will provide technical support at such times as the District deems necessary during the physical cut over to the new system for each campus.
- B. The personnel providing technical support will:
 - 1. Have thorough and in-depth knowledge of the System and Materials that were used as well as have direct project experience.
 - 2. Be skilled in all use of equipment and materials used under the Contract.
 - 3. Be competent to troubleshoot and fix problems associated with Contractor provided materials and all associated programming of the new access control system.

3.7 FINAL ACCEPTANCE

- A. The integrator will perform on-going reviews of all work for compliance with the contract documents with a representative from the Architect. All work will be performed in a high quality manner and the overall appearance will be clean, neat and orderly.
- B. The following is a partial list of items that will be examined and will comply satisfactorily in all instances during the final acceptance process.
 - 1. Are the cable pathways and all cabling properly installed as per these specifications with j-hooks, Velcro etc?
 - 2. Are all pathway penetrations properly fire stopped?
 - 3. Is all labeling inside the control panels machine generated?
 - 4. Is the cabling inside the control panel properly dressed inside the panel?
 - 5. Does the control panel contain all the required information inside the panel door?
 - 6. Have the floor plans been set up in the access control system and do the plans show all card reader and other device locations correctly?
 - 7. The contractor will verify the successful operation of the door release button in the receptionist desk area.
 - 8. The contractor will verify the function of the door release and alarm button functions.
 - 9. Verify all REX devices are operational and functioning within the system.
 - 10. Verify function of all motion detection tied into the access control system. Verify no false alarms through movement along the exterior windows.
 - 11. Verify all proximity readers are correctly operating and reporting and that all readers are properly sealed around the edges of the reader.
 - 12. Verify all alarm events including door forced (with key), door propped open and anti-passback are functioning properly
 - 13. Has the system been programmed with all the features requested by the District?
 - 14. Have all record drawings been reviewed in the field and approved by the owner?

END OF SECTION

SECTION 28 2300
VIDEO SURVEILLANCE SYSTEMS

PART 1 - GENERAL

1.1 SCOPE

- A. Related Documents: General and Supplementary Conditions of the Contract, Division 1 General Requirements, and Drawings are applicable to this Section.
- B. Provide and install a new surveillance system to include all cameras, mounts, pathways, programming and integration with the existing Video Insight Video Management System (VMS).
- C. The Contractor shall provide all materials, equipment, labor and all other incidental materials and appliances necessary, as described herein and in the drawings, to provide a complete turnkey and functional system, regardless of any materials and/or equipment not listed or described in this specification and/or supplementary drawings.
- D. Refer to the technology drawings for all camera device locations.
- E. The Installing contractor shall provide all necessary hardware required to install every piece of the video surveillance system, according to the Installation Instructions furnished with each product.
- F. Cabling for the network drop shall be provided by the Horizontal Cabling contractor. Electrical shall support with conduit pathways in identified areas. Surveillance contractor shall coordinate all activities with Gilmer ISD construction foreman contractor, the electrical contractor, the general contractor and District Technology Department prior to the start of any installation.
- G. All additional cabling required for the successful operation of the exterior cameras shall be the responsibility of the surveillance contractor. The horizontal cabling contractor will provide the patch cables.
- H. The District will provide the data network hardware. All data hardware will be capable of providing a minimum of 802.3AT, Power over Ethernet (PoE).

1.2 FUNCTIONAL REQUIREMENTS OF THE SURVEILLANCE SYSTEM

- A. The system must be able to report the programmed alarm events through various means of communication including email, SMS Text and through the client software.
- B. The system will be required to record images based on criteria established in the specifications for all interior and exterior camera locations.
- C. The system will utilize a structured cable plant installed by the Horizontal Cabling Contractor. All surveillance devices will be required to operate on the data network.

1.3 SUMMARY

- A. The following is a summary of the Contractor's Responsibilities and Requirements. The following does not preclude other Contractor Responsibilities and Requirements listed in this RFP.
- B. Review of Contract Documents and field conditions by Contractor prior to the Work.
- C. The District makes no representations as to the accuracy or completeness of the site information furnished to the Contractor by the District and does not expressly or impliedly warrant same and is not responsible for any interpretations or conclusions reached by the Contractor with respect thereto. *It is Contractor's sole responsibility to verify to its own satisfaction all site information.*

- D. The Contractor is responsible for having visited the site and ascertained pertinent local conditions such as location, accessibility, and character of the site or building, the character and extent of existing work within and adjacent to the site, and any other work being performed thereon at the time of the submission of his proposal. Any failure to do so will not relieve him from responsibility for successfully performing the work without additional expense to the District.
- E. The Contractor shall take field measurements and verify field conditions and shall carefully compare such field measurements and conditions and other information known to the Contractor with the Contract Documents before commencing activities. Errors, inconsistencies or omissions discovered shall be reported to the District at once.
- F. If in the performance of the Contract, subsurface, latent, or concealed conditions at the site are found to be materially different from the information included in the RFP and the resulting Contract Documents, or if unknown conditions of an unusual nature are disclosed differing materially from the conditions usually inherent in work of the character shown and specified, the District shall be notified in writing of such conditions before they are disturbed. A/E, with the approval of the District, will promptly make such changes the Specifications as deemed necessary to conform to the different conditions, and any increase or decrease in the Work, or in the time within which the Work is to be completed, resulting from such changes will be adjusted by Change Order subject to the prior approval of the District.
- G. Before submitting its proposal to the District, and continuously after execution of the Contract, the Contractor shall carefully study and compare this RFP and shall at once report to the District any error, inconsistency or omission the Contractor may discover, including any requirements which may be contrary to any law, ordinance, rule, regulation or order of any public authority bearing on the performance of the Work. By submitting its proposal for the Contract and the Work, the Contractor agrees that the RFP and resulting Contract Documents appear accurate, consistent, and complete insofar as can reasonably be determined. If the Contractor has reported in writing an error, inconsistency or omission, has promptly stopped the affected work until otherwise instructed, and has otherwise followed the instructions of the District, the Contractor shall not be liable to the District for any damage resulting from any such errors, inconsistencies or omissions in this RFP and resulting Contract Documents. The Contractor shall perform no portion of the Work at any time without the Contract Documents and, where required, approved Project Drawings, Product Data or Samples for such portion of the Work.
- H. The Contractor shall perform the Work in accordance with the Contract Documents and submittals.
- I. The Contractor shall arrange for the securing of any and all necessary permits and pay for same.

1.4 WARRANTY

- A. The Contractor warrants to the Owner that all materials and equipment furnished under this RFP will be new unless otherwise specified, and that all Work will be of good quality, free from faults and defects and in conformance with the RFP. All Work not conforming to these requirements, including substitutions not properly approved and authorized, may be considered defective. If required by the Owner, the Contractor shall furnish satisfactory evidence as to the kind and quality of materials and equipment.
- B. The Contractor warrants the materials, workmanship and work to be in conformance with the Contract Documents included in this Project, for one full year from date of Acceptance unless a longer warranty or special guarantee is specified. Contractor shall assign to Owner all warranties and guarantees from or rights against any manufacturer, supplier or distributor of equipment, fixtures and other material installed in or incorporated in the Work at the time of Acceptance by owner.
- C. The Warranty binds the Contractor to correct any work that does not conform to such Contract Documents or any defects in workmanship or materials furnished under this

Contract which may be discovered within the one year period. The Contractor shall, at its own expense, correct such defect after receiving notice from the Owner by repairing same to the condition called for in the Contract Documents.

- D. Contractor shall warrantee the repaired/replace item for one year from date of repair/replacement. This warranty shall cover parts, labor, travel and all other expenses.
 - E. All recall notices occurring during the manufacturer's warranty period will automatically be forwarded to the client.
 - F. All recall notices occurring after the expiration of the manufacturer's warranty will be forwarded to the client for a period of 2 years after the warranty expires.
 - G. The Contractor warrants to the District that all materials and equipment furnished under this RFP will be new unless otherwise specified, and that all Work will be of good quality, free from faults and defects and in conformance with the RFP. All Work not conforming to these requirements, including substitutions not properly approved and authorized, may be considered defective. If required by the District, the Contractor shall furnish satisfactory evidence as to the kind and quality of materials and equipment.
 - H. The Contractor warrants the materials, workmanship and work to be in conformance with the Contract Documents included in this Project, for one full year from the approved substantial completion date unless a longer warranty or special guarantee is specified. Contractor shall assign to Owner all warranties and guarantees from or rights against any manufacturer, supplier or distributor of equipment, fixtures and other material installed in or incorporated in the Work at the time of Acceptance by owner.
 - I. The Warranty binds the Contractor to correct any work that does not conform to such Contract Documents or any defects in workmanship or materials furnished under this Contract which may be discovered within the one year period. The Contractor shall, at its own expense, correct such defect after receiving notice from the District by repairing same to the condition called for in the Contract Documents.
 - J. Contractor shall warrantee the repaired/replace item for one year from date of repair/replacement. This warranty shall cover parts, labor, travel and all other expenses.
 - K. All replacement, installation, integration, maintenance and testing provided in conjunction with the warranty provisions of such contract will be provided at no additional cost to the District.
 - L. The Storage and management servers proposed by the contractor will have a manufactures warranty of 5 years from the approved final acceptance date.
 - M. Warranty service shall be on a 365-day/year basis with a response time not to exceed four (4) hours. The respondent shall certify that its proposed service facility shall initiate, within 1 business day, on-site repair to any critical system product that fails while under contractor warranty.
 - N. Additional Warranty
 - 1. Contractor will state any additional Contractor supplied warranty.
 - O. Escalation.
 - 1. The Contractor will provide a copy of the escalation procedure, including names, titles, responsibilities and 24-hour contact phone numbers. Contractor shall provide a toll free telephone number for reporting of problems. Additionally, Contractor shall provide an escalation list to be used by the District to escalate problems within the Contractor's organization when it is deemed that the Contractor's responsiveness to a reported problem has not been adequate or in accordance with the terms and conditions of this RFP and resulting Contract Documents. Escalation must be to the senior levels of management within the Contractor's organization. The District shall reserve the right to make necessary repairs/replacements and bill the contractor with those costs if cameras are left non-operational.
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1.5 SERVICE UNDER WARRANTY

- A. Upon receipt of written notice, Contractor shall remedy defects within two (2) calendar days or the District shall seek other means to correct the defects and the Contractor or its surety shall be liable for expenses.
- B. If it becomes necessary for the District to contract out for warranty repairs, due to an inability or failure of the Contractor to perform such repairs, the Contractor shall reimburse the District for all invoices for parts, labor, materials, travel, per-diem, and all other related expenses such as shipping/handling costs to perform such repairs, within 30 days from presentation of an invoice from the District. This shall only occur after the Contractor has been given two (2) calendar days to respond and correct the problem. The cost limitation for such repairs will not exceed the actual costs as listed above which are directly related to the repair.

1.6 MATERIAL AND WORKMANSHIP

- A. The Contractor shall provide and pay for all materials, supplies, machinery, equipment, tools, superintendence, labor, services, insurance, and all water, fuel, transportation, and other facilities necessary for the execution and completion of the work covered by the Contract Documents.
- B. Unless otherwise specifically provided in this Contract, all equipment, material, and articles incorporated in the work covered by this Contract are to be new and of the most suitable grade for the purpose intended.
- C. All work under this Contract shall be performed in a skillful and professional manner. The Contractor agrees to employ only orderly and competent employees, skillful in the performance of the type of work required under this contract; and agrees that whenever informed by the District in writing that any employee(s) on the work is (are), in its opinion, incompetent, unfaithful or disorderly, shall be discharged from the work and shall not again be employed on the work without the District's written consent.
- D. Materials or work described in words, which so applied, have a well-known technical or trade meaning shall be held to refer to such recognized standards. Neither custom nor usage of trade shall require the District to accept materials or workmanship not in strict and complete compliance with the Contract Documents.

1.7 REFERENCES

- A. ANSI/TIA/EIA 569 - Commercial Building Standard for Telecommunications Pathways and Spaces
- B. ANSI/TIA/EIA 606-A – Administration Standard for Commercial Telecommunications Infrastructures
- C. ANSI/TIA/EIA 862 – Building Automation Systems Cabling Standard for Commercial Buildings.
- D. International Standards Organization/International Electro technical Commission (ISO/IEC) DIS 11801
- E. International Standards Organization (ISO) 7816
- F. Underwriters Laboratories (UL®) Cable Certification and Follow up Program
- G. National Electrical Manufacturers Association (NEMA)
- H. American Society for Testing Materials (ASTM)
- I. National Electric Code (NEC®), Latest Issue
- J. Institute of Electrical and Electronic Engineers (IEEE)

K. UL Testing Bulletin

1.8 QUALIFICATIONS

- A. The District standard for the Video Management System will be compatible with Video Insight.
- B. The following camera manufacturers will be used on this project:
1. 100% Compatible with Video Insight
- C. Contractor
1. Bidders who do not currently possess the necessary qualifications, trained and experienced personnel, financial capacity, current state licenses (as required by the Texas Department of Public Safety Private Security Bureau), and meet the other requirements herein described will be disqualified.
 2. The security camera integrator, as a business entity, shall be an authorized and designated representative/Dealer of the equipment used in this specification, with full warranty privileges, and shall have been actively engaged in the business of selling, installing, and servicing surveillance systems for a period of at least three (3) years. The camera system integrator as a company shall have successfully installed a minimum of three (3) similar-sized systems that are currently operating to the District's satisfaction.
 - a. Integrators must be a certified installer by the approved manufacturer to bid this work. If the contractor has an approved alternative for the camera then the contractor must provide proof of certification with that manufacturer as well.
 - b. Integrators must be certified by Salient Systems to perform this work.
 - 1) Contractors who are in the process of becoming certified with the VMS manufacturer or the camera manufacturer specified in this document may not be selected and the District shall reserve the right to determine a company's eligibility in this regard.
 3. All employees working on the project must have at least 12 months of continuous hands on experience in the installation of surveillance systems and have the technical skill to trouble shoot and identify and correct problems.
 4. The security camera contractor must have previously established offices located within seventy five(75) miles of the District Administration Building staffed with trained technicians who are qualified and licensed to supervise the installation, to be responsible that the system is installed as submitted, to conduct system start-up and perform a 100 percent operational audit of all installed devices, to instruct the District's representatives and the local authority having jurisdiction in the proper operation of the system, and to provide services throughout the warranty period.
 - a. The Contractor shall be capable of dispatching technicians to repair a system within one business day of a service request.
 5. The contractor will be in compliance with all federal, state and local statutes regarding qualifications of firms.
 6. The Contractor shall not have any grievances or complaints of record regarding workmanship, code compliance, or service response. A Contractor that has any prior finding(s) of a license violation or has any litigation in process is unacceptable.
 7. The Contractor shall employ full-time local technicians and installers. The equipment manufacturer shall maintain a full-time factory employed service staff for product support and service.
 8. The District reserves the right to reject the bid of any contractor who has previously failed to perform properly, or complete on time, contracts of a similar nature.
 9. The contractor shall provide proof of licensing by the Texas Department of Public Safety Private Security Bureau. The District reserves the right to reject bid of any bidder who has previously failed to perform properly, or complete on time, contracts of a similar nature.
- D. Subcontractors
1. The use of sub-contractors is not approved.
-

1.9 SUBMITTALS AND CLOSE OUT DOCUMENTS

- A. Provide product data cut sheets for all listed products in section two of this specification:
1. Shop drawings are required for the submittal package and will contain the following information:
 - a. Location of all camera devices.
 - b. Include camera naming of all camera locations. Coordinate with the District Technology Department prior to naming any camera location.
 - c. Title blocks used on all drawings will be that of the contractor and shall include the following:
 - 1) Company name,
 - 2) Company address and phone number for service.
 2. Following the approval of the submittal package the contractor shall provide an Excel Spreadsheet containing the following information:
 - a. Camera Name (as coordinated with District Technology Dept.)
 - b. IP Address (as obtained from the District Technology Dept.)
 - c. MAC address of each camera (from the manufacturer)
 - 1) All IP addresses shall be assigned to the cameras in numerical and sequential order. Do not leave gaps in the sequences for any reason.
 - 2) The District requires all MAC addresses prior to installation. (Cameras, servers, etc. with MAC addresses need IP addresses assigned prior to installation.) Submit this information through the general contractor to the attention of the District Technology Director prior to the transmittal of the submittal documents.
 3. Provide manufacturer cut sheets for each piece of equipment specified. Include the manufacturer name, model number and description of each listed component.
 - a. If the data sheet includes multiple part numbers or models the bidding contractor will indicate which particular model is being submitted by marking the appropriate model number with an "X" or an arrow.
 - b. Provide the actual total video storage to be provided by the contract as per the specifications and manufacturer guidelines on the cut sheet for the servers.
 4. Provide a copy of current camera or software manufacturer certifications.
 - a. Contractors with an approved alternative camera manufacturer will provide proof of training from that manufacturer.
 5. No portion of the work shall commence or equipment ordered until the architect has approved the submittals.
- B. Closeout Submittals will be submitted under provisions of Section 01 7700 and 01 7800 with the following provisions.
1. Maintenance Data: Include manufacturers' operating instructions, original copies of all software, recommended maintenance required and maintenance intervals.
 2. A complete parts list.
 3. Record drawings will provide all final camera locations and or viewing directions and their assigned nomenclature including the following information:
 - a. Identify the type of camera by its Manufacturer and Model
 - b. Identify the camera name determined through coordination with the District Technology Department.
 4. Title blocks used on all drawings will be that of the contractor and shall include the following:
 - a. Company name,
 - b. Company address and phone number for service.
 - c. Date on the drawings will match the date of acceptance for warranty purposes.
 5. Contractor will provide (1) One copy of Full Size ANSI standard drawing sets to be reviewed and approved by the owner and the architect. A CD copy of all drawings will also be provided with the close out documentation. Drawings will be issued in both CAD and PDF formats on the CD.

- a. The drawings shall accurately reflect all changes and additions to the surveillance system since the bid.
 - b. Electronic copies of the drawings can be in color. Do not use the color yellow for any purpose.
 - c. Upon approval by the Owner and the architect, the contractor will then submit the hard copy drawings with any changes that may be required by the owner.
6. In addition to the previously mentioned copies, the contractor will also provide a laminated full size 30 x 42 drawing of the overall floor plan to the owner for placement at the owner's discretion.
7. A completed record drawing will be required for use during the final acceptance process of the construction project. Failure to produce the record drawing during this process will result in a delay in the final acceptance to the District.

1.10 PROJECT CONDITIONS

- A. Project Environmental Requirements
 1. Comply with requirements of referenced standards and recommendations of material manufacturers for environmental conditions before, during, and after installation.
 2. Do not begin installation until instructed to perform by the district construction manager.
 3. While on campus or on any land owned by The District all contractor will comply with District policies concerning alcohol, tobacco and firearms as well as any other District policy governing dress, behavior etc.
 4. Coordinate with the District Technology Department in obtaining all the required IP addresses.
 5. District approved badges will be displayed at all times while on site. Personnel found without their badges on them or who refuse to display them properly will be removed from the job site immediately.

1.11 DELIVERY, STORAGE AND HANDLING

- A. Comply with requirements of the delivery storage and handling specification sections in the project specification book.
- B. Deliver materials in manufacturer's original, unopened, undamaged containers with identification labels intact.
- C. Store materials protected from exposure to harmful environmental conditions and at temperature conditions recommended by manufacturer.
- D. Handle products and systems in accordance with manufacturer's instructions.
- E. Contractor is required to remove all empty containers and other trash associated with the system. This includes all packaging, excess cable and other materials that hold no value to the District.

PART 2 - PRODUCTS

2.1 GENERAL

- A. Only equipment devices have been shown on the contract drawings. For the purposes of clarity, specific wiring between equipment has not been shown.
- B. All equipment and components shall be installed in strict compliance with manufacturers' recommendations and the requirements of the components UL listing. Consult the manufacturer's installation manuals for all wiring diagrams, schematics, electrical requirements, cable types, and physical equipment sizes, etc., before beginning system installation. Refer to the manufacturers' riser / connection diagrams for all specific system installation / termination / wiring data.

- C. All equipment and components shall be new, and the manufacturer's current model. All like devices shall be of the same manufacturer and model number.
- D. All equipment shall be attached to walls and ceiling/floor assemblies and shall be held firmly in place. Cameras shall not be supported solely by suspended ceiling tiles. Fasteners and supports shall be adequate to support the required load.

2.2 MANUFACTURERS

- A. Descriptions and details, acceptable manufacturers' names listed and specific manufacturer and model number items indicated in the plans and specifications shall establish a standard of quality, function and design.
- B. Manufacturers and model numbers shall not be substituted without specific notice in an addendum or other formal documentation process. Otherwise, where a specific manufacturer's product is indicated, products of other manufacturers listed as acceptable may be submitted for approval based on the substitute product being, in the opinion of the District, of equivalent or better quality than that of the product specified.

2.3 CONTROL AND NETWORK CABLES

- A. The Horizontal Cabling contractor will provide the necessary data cable plant for connecting each camera to the network. This will include the horizontal cable, the faceplates, inserts and copper patch cables required for each location.
 - 1. The surveillance contractor will provide any additional cabling that may be needed to provide additional power (above the 802.3at requirements) for exterior camera heaters, blowers etc.
- B. Cabling for all approved manufacturer's hardware must meet factory specifications, including the requirements for cable that is stranded, twisted, with an overall shield to eliminate electrical interference.
- C. Pair counts and wire gauge must meet the approved manufacturer's specifications based upon wiring distances.
- D. Contractor will be responsible for dressing in the patch cables at each camera location .Do not allow the cables to rest on the ceiling tiles, conduits, pipes, insulation, HVAC ductwork or other trades pathways.
- E. Do not use plastic tie wraps on the patch cables at any time. Patch cables found with plastic tie wraps on them shall be replaced completely at the contractor's cost. Patch cable support can be provide with the cabling contractor's maintenance loop or the security contractor shall provide and install their own j=hook to support the patch cable.
- F. Additional cabling required for the cameras shall be provided and installed by the surveillance contractor as needed. All cabling shall be rated for plenum environments and shall be supported in J-hooks spaced apart at 48-60". All j-hooks shall be properly secured to the building structure, dedicated all thread or dedicated grid wire. Do not use the ceiling grid support wire for any reason.
- G. Additional cabling required for the cameras shall be provided and installed by the surveillance contractor. All cabling shall be rated for plenum environments.
- H. The contractor will provide and install their own sleeves as needed to penetrate any walls and will fire stop the sleeves to meet all applicable codes. It will be the contractor's responsibility to plan for any such penetrations. Wiring run through any penetration without a proper sleeve will be removed and replaced at the contractor's expense. All sleeves shall require white plastic bushings on each end of the sleeve. Contractors installing cabling in conduit sleeves without bushings shall replace the entire pathway. Split bushings shall not be accepted for any reason.

2.4 INTERIOR CAMERAS

- A. Refer to the drawings for all new interior camera locations. Cameras will be positioned in or near the locations shown on the drawings but all final viewing areas and heights will be established with the client prior to installation. Failure to coordinate the views with the District representative prior to installation may result in cameras being relocated at the contractor cost. Contractor shall meet with the District Technology Department, the General Contractor and the electrical contractor for all final rough in locations.
- B. The contractor will notify the architect if the proposed location is blocked by any obstructions and propose an alternate location for the camera as needed.
- C. Contractor is required to provide for all license seats that are required for a complete and functioning system.
- D. Acceptable manufacturers:
 - 1. 100% compatible with Video Insights

2.5 EXTERIOR CAMERAS - FIXED

- A. Refer to the drawings for all new exterior camera locations. Cameras will be positioned in or near the locations shown on the drawings but all final viewing areas and heights will be established with the client prior to installation. Failure to coordinate the views with the District Technology Director prior to installation may result in cameras being relocated at the contractor cost. Coordinate with the electrical contractor on all final locations that have been coordinated with the District Technology Director.
- B. The contractor will notify the architect if the proposed location is blocked by any obstructions and propose an alternate location for the camera as needed.
- C. Contractor is required to provide for all license seats that are required for a complete and functioning system.
- D. Acceptable manufacturers:
 - 1. 100% compatible with Video Insights

2.6 CAMERA MOUNTING

- A. Ceiling mounted interior cameras will not be supported directly on the ceiling tile.
 - 1. Acceptable manufacturer: 100% compatible with Video Insights.
 - 2. All ceiling mounted cameras will use the mount designed for it from the same manufacturer with appropriate color scheme.
 - 3. In addition to grid supported mounts, all new ceiling cameras will be supported with additional security wire that will prevent the camera from falling down should the ceiling grid be removed. This wire can be attached to the camera directly only by following the manufacturer's recommendations.
 - a. Do not install the support wire onto any other cable pathway, dedicated ceiling grid wire or sprinkler system.
 - 4. New ceiling mounted cameras at all other locations will be trimmed out with white colored mounts and trim kits. This is required for all lay in ceiling locations.
- B. Interior wall mounted camera locations (if applicable) will be mounted directly on the provided back box. Verify all locations on site.
 - 1. Interior wall mounted camera locations will be installed with white colored flush mounts and trim out kits.
 - 2. Coordinate all final locations and heights with District Technology Director prior to final rough in locations. Failure to coordinate with the District Technology Director may result in the camera location being changed at the contractor's cost.
 - 3. At no time will the contractor discuss any setup, programming, or coordination with any member of the School District other than the District Technology Director without approval from the District.

- C. All exterior building fixed camera mounts will be colored white and surface mounted to the facility.
 - 1. Use the appropriate anchors to secure the cameras to the building exterior. Do not use plastic anchors to support the cameras.
 - 2. Seal all areas where the mount or the cameras are adjacent to the wall.
 - 3. Backboxes and conduit sleeves will be provided by the electrical contractor. Patch cables for the cameras shall be provided by the cabling contractor.
 - 4. Coordinate all final locations and heights with District Technology Director and the campus principal, the general contractor and the electrical contractor prior to final rough in locations. Failure to coordinate with these parties may result in the camera location being changed at the contractor's cost.
- D. See section three for more information regarding workmanship expectations.

2.7 TRAINING

- A. No training is required as part of this contract.

PART 3 - EXECUTION

3.1 INSTALLATION

- A. Components of the system will be installed in a neat, professional manner as deemed by the architect / security consultant.
- B. Wiring color codes will be strictly observed and terminations will be uniform throughout the system.
- C. Identification markings and systems will be uniform with machine generated labels. No hand written labels are permitted.
- D. Horizontal Cabling Contractor shall provide and install the data cabling for this system. Any additional cables required for system functions will be provided and installed by the surveillance contractor. Cabling shall be supported with j-hooks secured to the building structural steel or by dedicated grid wire. Contractor will not share pathways with any other low voltage structured cable plant.
- E. Contractor will not secure j-hooks to the ceiling grid wire for any reason. Grid wire may be used to support independent j-hooks providing it is properly secured to the building structure. J-hooks will be spaced 48-60" apart.
- F. Do not secure cable pathways to ducts, pipes, or other utilities found in the overhead ceiling. Pathways not conforming to these requirements will be replaced by the contractor immediately.
- G. Do not allow cables to rest on conduit, pipes, duct work or other items in the ceiling space.
- H. All ceiling mounted camera locations shall be supported from the structure at industry standard intervals for the size specified, utilizing proper anchoring devices and techniques for each type of camera mount used. Do not support camera devices from the drop ceiling grid wire.
- I. All exterior security cameras will be properly secured to the sides of the exterior wall at the locations shown on the technology drawings. Plastic anchors will not be accepted at any exterior or interior wall mount location.
- J. Conduit and sleeve penetrations through the outer wall for security cameras will be provided and installed by the electrical contractor already on site. The security contractor shall be required to provide protective plastic bushings, colored, white, placed at the ends of the conduit sleeves prior to pulling in any cabling to the camera.

- K. Tour site and verify field conditions at locations shown on drawing. Do not place cameras in final locations where field of view objectives cannot be met. Confer with Owner's representative on final placement of cameras where necessary.
- L. Position cameras to avoid direct light sources and extreme backlit situations shadowing as much as possible. Orient camera for best image and make adjustments as required.
- M. Seal all exterior cameras, including those under roof, with RTV or silicon sealant at locations where mounting contacts wall surface.
- N. Sealant will be rated for UV protection use clear sealant.
- O. Acrylic domes and windows shall be treated after installation with approved plastic cleaner and polish. All domes will be cleaned prior to final acceptance.

3.2 TESTING WARRANTY SERVICES

- A. A factory-trained representative of the manufacturer shall supervise the final connections and testing of the system and it shall be subject to the final acceptance of the Architect/Engineer and Owner.
- B. The Security Camera Contractor shall make a thorough inspection of all camera locations to insure the following:
 - 1. Confirm all devices are properly located and connected as per the technology drawings and the construction specification documents for a complete and functional system.
 - 2. Installed in accordance to manufacturer's instructions.
- C. The Contractor shall provide a warranty of the installed system against defects in material or workmanship for a period of one (1) year from the date of substantial completion. Any equipment shown to be defective shall be replaced, repaired, or adjusted free of charge. All labor and materials shall be provided at no expense to the District. All equipment will carry a one-year warranty or manufacturers warranty whichever is greater.

3.3 MISCELLANEOUS EQUIPMENT

- A. The Contractor will provide any necessary Velcro, clamps, j-hooks, and support hardware, etc., necessary to facilitate the installation of the System.

3.4 LABELING

- A. System components and wiring shall be comprehensively labeled.
 - 1. All labels shall be machine generated.
 - 2. Handwritten labels are not acceptable.
 - 3. Do not place the IP addresses for the cameras on the outer domes or anywhere else they can be seen by the public.

3.5 TECHNICAL SUPPORT

- A. On site move day support
 - 1. Contractor will provide an additional 24 hours for technical support at such levels and at such times as The District deems necessary during the physical move to the site and any other time, as needed, during the warranty period.
- B. The personnel providing technical support will:
 - 1. Have thorough and in-depth knowledge of the System and Materials that were used as well as have direct project experience.
 - 2. Be skilled in all use of equipment and materials used under the Contract.
 - 3. Be competent to troubleshoot and fix problems associated with Contractor provided materials.

- C. Security camera contractor will allow the District two weeks of recording time and will then return to make adjustments as directed by an authorized District representative. Contractor will coordinate this visit through the construction manager.
- D. Security contractor will then allow the District two additional weeks of recording times, verify that storage capability will meet the District required days of storage based on the information provided in section two of this specification and make final adjustments prior to final inspection by the District representative.

END OF SECTION