



**BID NO:** Q7035  
**DATE ISSUED:** 6/18/14  
**DATE DUE:** 7/2/14  
**TIME:** 2:00 p.m.

### **NOTICE TO BIDDERS**

Sealed bids will be received by the Purchasing Agent of the Des Moines Independent Community School District at his office, Division of Purchasing, Des Moines Independent Community School District, 1915 Prospect Road, Room 1200, Des Moines, Iowa 50310, until 2:00 p.m. on July 2, 2014, for furnishing the following:

#### **Q7035 Security Cameras**

The award of contract may be made by the Board of Directors of the Des Moines Independent Community School District to the bidder meeting the specifications. The right is reserved to reject any or all bids, or any part thereof, and to waive informalities, and to enter into such contract or contracts as shall be deemed in the best interests of the Des Moines Independent Community School District.

All bids will be governed by the applicable provisions in the Iowa Code and Board Policies.

Secretary of the Board  
Des Moines Independent  
Community School District

The complete bid document is available online @  
<http://www.dmschools.org/departments/operations/purchasing-central-stores/purchasing/open-proposals/>



**FORM OF PROPOSAL**  
**Des Moines Independent Community School District**  
**Division of Purchasing**  
**1915 Prospect Road, Room 1200 Des Moines, IA 50310**  
**Phone (515)242-7751 Fax (515)242-7550**

**Bid No: Q7035**  
**Date Issued: 6/18/14**  
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SEALED BIDS SUBJECT TO THE TERMS AND CONDITIONS SPECIFIED WILL BE RECEIVED AT THE ABOVE OFFICE UNTIL, BUT NOT LATER THAN, THE DATE AND TIME ABOVE STATED AND THEN PUBLICLY OPENED FOR FURNISHING THE FOLLOWING SUPPLIES, EQUIPMENT AND/OR SERVICE F.O.B. DESTINATION. Mark Mattiussi, Purchasing Agent

Item No.	Quantity	Unit	Description	Unit Price	Amount
<b>Security Cameras</b>					
			Select your company's Mobotix Certification Level: Registered:___ Certified:___ Advanced:___		
001	8	Each	Network Camera Lens VER.2 Make: Mobotix Model: MX-SM-D38-PW S15 (Or approved equal as deemed by the District*) Make Proposed: _____ Model Proposed: _____	\$ _____	\$ _____
002	13	Each	Network Camera Set-2 Make: Mobotix Model:MX-S15D-SET2 (Or approved equal as deemed by the District*) Make Proposed: _____ Model Proposed: _____	\$ _____	\$ _____
003	13	Each	Network Camera Set-3 Make: Mobotix Model:MX-S15D-SET3 Make Proposed: _____ Model Proposed: _____ (Or approved equal as deemed by the District*)	\$ _____	\$ _____
004	19	Each	Network Camera Set Make: Mobotix Model:MX-Q25M-SEC-D12 Make Proposed: _____ Model Proposed: _____ (Or approved equal as deemed by the District*)	\$ _____	\$ _____

Item No.	Quantity		Description	Unit Price	Amount
005	1	Each	Dome Network Camera Make: Axis Model:Q6042 PTZ (Or approved equal as deemed by the District*) Make Proposed: _____ Model Proposed: _____	\$ _____	\$ _____
006	7	Each	Pole/Wall Mount Set Make: Mobotix Model:MX-OPT-WMH-SET (Or approved equal as deemed by the District*) Make Proposed: _____ Model Proposed: _____	\$ _____	\$ _____
007	6	Each	Surround Mount Set Make: Mobotix Model:MX-FLEX-OPTSMPW (Or approved equal as deemed by the District*) Make Proposed: _____ Model Proposed: _____	\$ _____	\$ _____
008	54	Each	Corporate Device Channel License Make: Milestone Model: XPCODL XProtect (Or approved equal as deemed by the District*) Make Proposed: _____ Model Proposed: _____	\$ _____	\$ _____

**Awardee Responsibilities:**

Awardee will provide material, project and technical labor for the programming of IP addresses for the IP cameras, as well as provide, datasheets, and owner manuals to DMPS for this project. Awardee must include all costs associated with the individual item i.e. freight, crating, etc. as no additional costs will be accepted post award.

**District Responsibilities:**

DMPS to provide installation labor and associated installation material, camera titling information, IP addresses, and PoE enabled networks switches. The District intends to make a single purchase and request a single delivery of the product specified.

**Approved Equal:**

If Bidders intend to submit a product other than specified, then they must include a complete a detailed comparison between the specified make/model and the proposed make/model for each item proposed that is not of the specified make/model. The comparison should include all functions, features, etc. The District reserves the sole right to determine if the non specified proposed model is equal to or greater than the specified make/model. The District may require samples, references or use any / all methods to evaluate the proposers claims of comparable quality.

**Conflicts of Terms:**

The District reserves the right to accept or reject any exceptions taken by the bidder to the terms and conditions of the bid proposal. The bid and the resulting award and activities shall be construed in accordance with the policies and procedures of the District. When differences exist between statutes and regulations affecting this procurement, interpretation shall be in favor of the best interest of the District. Any action relating to the resulting award shall only be commenced in Polk County, Iowa District Court or the United States District Court for the Southern District of Iowa.

**Bid Response:**

**All bid responses must include:**

- **Form of Proposal completed and signed**
- **Manufacturer’s Technical comparison information sheet if submitting non specified product**

Your bid must be received at:

Des Moines Public Schools  
Purchasing Department  
1915 Prospect Road, Room 1200  
Des Moines, Iowa 50310

By the time and date specified on the Form of Proposal.

**Inquiries:**

All inquiries concerning this Form of Proposal must reference the bid number and be made in writing to Attn: Mark Mattiussi, Purchasing Agent and faxed to 515-242-7550 or emailed to: [mark.mattisusi@dmschools.org](mailto:mark.mattisusi@dmschools.org). In all cases, no verbal communication by any party shall override written communications from the District.

**Addenda:**

Any and all interpretations, corrections and amendments shall be issued by the District’s Purchasing department to all holders of proposal documents in the form of written addenda. All addenda so issued shall become part of the bid documents and shall be acknowledged in the bid response package.

**Pricing:**

Bidders pricing shall be FOB (freight cost included in the price of the unit) Des Moines, IA., and shall be firm through the contract period. The submitted price for the unit shall be the total cost to the District no other costs will be accepted. Do Not include sales tax in pricing, as the District is exempt from all State of Iowa taxes.

**Signature:**

The bid shall be signed by an officer or designated agent empowered to bind the firm. Failure to sign the Form of Proposal will be grounds to reject the bid.

**Withdrawal of Bid:**

Bids may be withdrawn any time prior to the scheduled closing time for receipt of bids, with signed letter from an officer or duly assigned designate of the offering bidder.

**Rejection of Bids**

The District reserves the right to accept or reject any / or all bids, and to waive irregularities or technicalities, provided such waiver does not substantially change the offer or provide a competitive advantage to any bidder.

Q7035 Security Camera

### **Award of Bid:**

The District shall issue Purchase orders, and retains the right to offer the award to any bidder that it deems is in the best interest of the District. Award is predicated on the approval of the DMPS Board of Directors approval to proceed with the project.

### **Employee Practices:**

In the event Awardees employees are required to be on District premises, the Awardee must agree to the District policies regarding employee behavior and background requirements, as well as certify their employees have not convicted of a sex offense against a minor. Detailed explanations of the District's policies are available upon request.

### **Ordering**

All products shall be ordered on an as needed basis. Backorders shall not be made unless approved by Facility Management

### **Delivery**

Delivery shall be required within twenty (20) working days or less after receipt of an authorized District purchase order. All orders are to be shipped F.O.B destination. The proposed discount must be such that freight charges are included in the award pricing.

### **Payment Terms**

Prepayment shall not be made for any product or service requested herein. Payment is normally processed 45 days after receipt of invoice, and at the District's discretion may be ***made with a Procurement Card (P Card)*** Invoices must be itemized, reference the Districts purchase order number and be submitted to Facility Management as detailed on the purchase order.

### **Manufacturer's Warranty**

The supplier will honor all manufacturers' warranties on products sold. The contractor(s) shall warrant all products to be free of defects upon delivery. All products which are found defective within thirty (30) days after receipt shall be replaced "free of charge" or fully credited upon return of the product with a written explanation signed by the Facility Manager. The bidder unconditionally warrants the products supplied for a period of one year in accordance with the terms of the Uniform Commercial Code (U.C.C.)

### **Cancellation**

The District reserves the right to cancel any award with a thirty day (30) written notice for cause or due to a lack of funding.

### **Assignments**

Any purchase order resulting from this proposal shall not be assigned or transferred by either party without the prior written consent of the other party.

### **Public Inspection**

The laws of the District require that at the conclusion of the selection process, the contents of all bids shall be placed in the public domain and be open to inspection by interested parties, as prescribed by Chapter 22 Iowa's Open Records law.

### **Disposition of Bids**

All bids become the property of the District and will not be returned to the bidder.



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*The undersigned bidder certifies, by responding to this proposal, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal, State or Local department or agency. I have read and understand the specification, special and general terms and conditions. Delivery shall be to the Des Moines Independent Community School District between the hours of 8:00 a.m. and 3:30 p.m. at 1917 Dean Avenue, Des Moines, IA 50316.*

Company Name	Street Address	Date:
Signed:	City	State
Printed Name:	Email Address:	
Title	Phone	Fax

**THIS FORM AND EACH ADDITIONAL FORM OF PROPOSAL, IF ANY, MUST BE SIGNED. SUBJECT TO THE TERMS AND CONDITIONS AS FOUND ON THE DMPS WEBSITE: <http://www.dmschools.org/wp-content/uploads/2011/10/DMPS-Terms-and-Conditions.pdf>**