

## **Request for Proposal**

**Purchase of two, single lane, indoor, wireless,  
entry firearm and explosives detection sensors for  
South Buffalo Charter School**



South Buffalo Charter School – RFP for updates to the AV production and technology, including a video production system, in the auditorium.

South Buffalo Charter School (SBCS) invites vendors to submit proposals in accordance with the terms and conditions of this Request for Proposal (RFP). This RFP provides the requirements and evaluative criteria for the purchase of two firearm and explosives detection sensors. SBCS requests a detailed response from all prospective vendors, including pricing and service descriptions.

The intent of this RFP is to enter into a contract for the purchase of two single lane, indoor, wireless, entry door firearms and explosives detection sensors, including all hardware, software, shipping, and other items to make the units fully operational by April 1, 2023.

Vendors will provide all necessary equipment, tools, items necessary for installing, and performing work. Vendors will be responsible for cleaning up the job site, removal of any shipping equipment and ensuring all new components work.

This RFP is not a contract offer. Acceptance of a proposal neither commits SBCS to award a contract to any vendor, even if all requirements stated in this RFP are met, nor limits the school's rights to negotiate in the school's best interests. SBCS reserves the right to contract with a vendor or vendors for reasons other than just price.

**Requested equipment and Services:**

- a. 2 single lane, indoor placement, wireless, firearm and explosives detection units (shadow sensing).
- b. All software and services are to be provided by the vendor to make unit operational. Minimum of a 4 (four) year software license agreement.
- c. 1 tablet style piece of equipment, per unit, to identify items and locations, of scanned person entering through detection unit.
- d. All packaging/crating/ for units are to be removed from sight by vendor upon set-up and installation by vendor.
- e. Training in the use of all equipment and software at time of installation.

**COST OF PROPOSALS**

Expenses incurred in the preparation of proposals are the responsibility of the vendor.

**PROPOSAL SUBMISSION**

Proposals should be submitted to the following by mail or delivery service to South Buffalo Charter School Attn: Superintendent, 154 South Ogden Street, Buffalo, NY 14210 or preferably by email to [dehrle@southbuffalocs.org](mailto:dehrle@southbuffalocs.org) no later than 11:59 P.M. March 13, 2023.

**REQUIREMENTS**

1. Proposal should be no more than 12 pages, including attachments, excluding cover page and table of contents.
2. Detailed name of equipment and installation plan, including project schedule with milestones.

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3. Brief description of organization’s experience and capabilities.
4. Evidence of financial capacity, including most recent audited financial statements.

**EVALUATION CRITERIA**

Cost effectiveness of service	60%
Implementation plan to minimize disruption	15%
Local service technician for both equipment and software	15%
Financial and historical stability	10%
Total	100%

**QUALIFICATIONS OF BIDDERS**

South Buffalo Charter School may make such an investigation as they deem necessary to determine the ability of bidder to perform the work.

SBCS has the right to reject any and all proposals from any bidder that is in or contemplates bankruptcy of any chapter or nature. Bidder must notify SBCS in writing of any existing condition or knowledge.

No proposals will be allowed after 11:59 PM on March 13, 2023.

**RESTRICTIONS ON COMMUNICATIONS**

From the date this RFP is issued until the contract award has been announced, no bidder-initiated contact with any SBCS official shall be permitted regarding this RFP, other than written inquires, as described in this section. This includes, but not limited to, any lobbying of individuals considered to have any influence over proposal evaluation and selection. Violation of this provision will be grounds for disqualification. All questions or requests for clarification regarding this RFP must be submitted via email and must come from one point of contact per company to David Ehrle at [dehrle@southbuffalocs.org](mailto:dehrle@southbuffalocs.org) no later than 2:00 PM on February 24, 2023. Questions or requests for clarification received after such a time and date will not receive a response from SBCS. All questions and answers will be posted online at [www.southbuffalocs.org/RFP](http://www.southbuffalocs.org/RFP). No verbal instructions or information to bidders will be binding. On February 27, 2023, from 10:00 am – 11:00 am SBCS will be open to all vendors for a site visit. All questions must be in writing via e-mail with responses posted on the RFP website within two business days. If you are attending the site visit, please e-mail [dehrle@southbuffalocs.org](mailto:dehrle@southbuffalocs.org) with your intention. Attendance to the site visit is not mandatory for bid consideration.

**MODIFICATIONS TO RFP**

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SBCS may modify any part of the RFP prior to the deadline for submission of proposals by issuance of an addendum. Any addendum issued by SBCS will be posted to [www.southbuffalocs.org/RFP](http://www.southbuffalocs.org/RFP) and email notification of such posting will be distributed to all bidders that provided contact information as requested.

## **FORM OF CONTRACT**

The successful bidder will be required to execute a written contract with SBCS within thirty (30) business days after acceptance of proposal or proposals.

## **SPECIFICATIONS**

Equipment and/or material to be furnished shall meet with the approval of the Superintendent or designated representative.

## **ADDITIONS OR DEDUCTIONS**

SBCS shall have the right, without invalidating this RFP or any and/or all contracts, to make additions to or deductions from the work covered by these specifications, and in case such deductions or additions are made, an equitable adjustment of the addition to or deduction in cost shall be made between SBCS and the bidder, as shown in a written amendment to the contract.

## **RESERVATIONS**

Any bidder who has demonstrated poor performance during either a current or previous agreement with SBCS may be considered as an unqualified source and their proposal may be rejected. SBCS reserves the right to exercise this option as is deemed proper and/or necessary.

## **EXEMPTION FROM NEW YORK SALES TAXES**

South Buffalo Charter School is exempt from New York State Sales Tax. Net prices as shown in the proposal shall exclude New York State tax amounts. Bidders shall inform all prospective subcontractors and suppliers from whom they expect to obtain services or supplies of the tax-exempt status of South Buffalo Charter School. Following a contract award, exemption documentation will be furnished by South Buffalo Charter School.