

County of Henry

P.O. BOX 7
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MEMBER OF
VAGP
NIGP

PURCHASING DEPARTMENT

JUNE 7, 2016
REQUEST FOR PROPOSAL
RFP # 16-06203-A177
HENRY COUNTY PURCHASING DEPARTMENT

The Henry County Schools solicits firms to submit proposals for “Interactive Whiteboards, Interactive Projectors, and Interactive Flat Panels.” The original and five (5) submittals (FOR A TOTAL OF SIX (6) PROPOSALS), marked “Interactive Whiteboards, Interactive Projectors, and Interactive Flat Panels” RFP #16-06203-A177 will be received in a sealed envelope not later than 3:00 p.m., Local Prevailing Time, JUNE 20, 2016, in the:
Purchasing Department, Room 210
Attn: Carole Jones, Chief Purchasing Agent
Henry County Administration Building
P.O. Box 7, Collinsville, VA 24078 (Postal Service) or
3300 Kings Mountain Road, Martinsville, VA 24112 (UPS or FedEx).

Facsimile and/or electronic proposals will not be accepted. Proposals received after the announced time and date of receipt, by mail or otherwise, will be returned unopened. Nothing herein is intended to exclude any responsible firm or in any way restrain or restrict competition.

On the contrary, all responsible firms, local, faith-based, minority-owned and female-owned are encouraged to submit a proposal.

The County/PSA reserves the right to reject any or all of the proposals, to waive informalities and to award in part or in whole any or all proposals. Any proposal submitted MUST be signed by an individual authorized to bind the offeror.

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Enclosed is a ***“Proposal Requirements and Non-Collusion Statement”*** that must be signed and returned with the proposal or proposal may be rejected.

If you desire not to quote on this proposal, please forward your acknowledgement of NO PROPOSAL SUBMITTED to the above address. Otherwise, your name shall be removed from our bidders list after three (3) non-responses.

Contract Period

A notice of award will be signed and publicly posted once this RFP has been approved. The date on the notice of award will be when the RFP becomes effective (not date of service). Initial contract shall be for 1-year beginning July 1, 2016 and ending June 30, 2017. However, the County of Henry reserves the right to negotiate each year with awarded vendor for four (4) additional 1-year terms starting each year on July 1. In addition this contract could last until June 30, 2021. Under the VA Procurement Act, the County/PSA reserves the right to negotiate extending this contract for not more than one (1) additional year after original contract terms.

The above terms shall override any other written terms in this RFP and/or verbal comments made during negotiations, unless authorized by Chief Purchasing Agent.

Piggy Back Clause

This contract shall be available for piggy backing for any other state and local agency or government agency.

Illegal Aliens

Vendor promises they will not hire illegal aliens. By signing this proposal document the vendor confirms this promise.

Permits/Licenses

Vendors shall be responsible for acquiring all the proper permits/licenses required by local and state authorities in conjunction with this proposal. Proposal prices shall include these fees and no additional costs are to be assessed to the County/PSA. Vendor’s attention is directed to the requirements of title 54, chapter 11, of the code of Virginia pertaining to registration of contractors.

Contact for RFP

Please contact Janet Copenhaver at 276-634-4731 for any questions pertaining to this RFP.

SPECIAL TERMS AND CONDITIONS

During the performance of any contract awarded pursuant to this RFP, the contractor agrees as follows:

- A. The contractor will not discriminate against any employee or applicant for employment because of race, religion, color, sex, or national origin, or handicaps, except where religion, sex or national origin is a bona fide occupational qualification reasonably necessary to the operation of the contractor. The Contractor agrees to post in conspicuous places, available to provisions of this nondiscrimination clause.
- B. The Contractor, in all solicitations or advertisements for employees placed on behalf of the contractor, will state that such contractor is an equal opportunity employer.
- C. Notices, advertisements, and solicitations placed in accordance with federal law, rule or regulations shall be deemed sufficient for the purpose of meeting the requirements of this section.

The Contractor shall include in provisions of the foregoing paragraph A, B, and C in every subcontract or purchase order over \$5,000 so that the provisions will be binding upon each subcontractor or vendor.

PROPOSAL REQUIREMENTS AND NON-COLLUSION STATEMENT

My signature certifies that the proposal as submitted complies with all Terms and Conditions as set forth. My signature also certifies that the accompanying proposal is not the result of, or affected by, any unlawful act of collusion with another person or company engaged in the same line of business or commerce, or any act of fraud punishable under Title 18.2, Chapter 12, Article 1.1 of the Code of Virginia as amended. Futhermore, I understand that fraud and unlawful collusion are crimes under the Virginia Governmental Frauds Act, the Virginia Bid Rigging Act, and Virginia Antitrust Act, and Federal Law, and can result in fines, prison sentences, and civil damage awards.

I hereby certify that I am authorized to sign as a Representative for the Firm:

NAME OF FIRM _____

ADDRESS _____

SIGNATURE _____

NAME (TYPE/PRINT) _____

TITLE _____

DATE _____

TELEPHONE() _____

FAX() _____

RFP# 16-06203-A177

THE 2007 SESSION OF THE VIRGINIA GENERAL ASSEMBLY, PASSED THE HB 1707/SB 1346 BILL, EFFECTIVE ON JULY 1, 2007. HENRY COUNTY IS REQUIRING ALL VENDORS TO ABIDE BY THE FOLLOWING NEW LEGISLATION.

HB 1707/SB 1346

PROVIDES THAT AS A CONDITION OF AWARDING A CONTRACT FOR THE PROVISION OF SERVICES THAT REQUIRE THE CONTRACTOR OR HIS EMPLOYEES TO HAVE DIRECT CONTACT WITH STUDENTS ON SCHOOL PROPERTY DURING REGULAR SCHOOL HOURS, THE SCHOOL BOARD MUST REQUIRE THE CONTRACTOR TO PROVIDE CERTIFICATION THAT ALL EMPLOYEES WHO WILL HAVE DIRECT CONTACT WITH STUDENTS HAVE NOT BEEN CONVICTED OF A FELONY OR ANY OFFENSE INVOLVING THE SEXUAL MOLESTATION OR PHYSICAL OR SEXUAL ABUSE OR RAPE OF A CHILD. THE BILL ALSO PROVIDES THAT THE REQUIREMENT BE WAIVED IN EMERGENCY SITUATIONS WHEN IT IS REASONABLY ANTICIPATED THAT THE CONTRACTOR OR HIS EMPLOYEES WILL HAVE NO DIRECT CONTACT WITH STUDENTS.

PLEASE INDICATE APPROPRIATE BOX BELOW.

_____ I AGREE TO ABIDE BY THIS LEGISLATION HB 1707/SB 1346.

_____ THIS LEGISLATION DOES NOT APPLY TO THIS SOLICITATION.

THE AWARDED VENDOR MAY BE REQUIRED TO PROVIDE ADDITIONAL PAPERWORK BUT ONLY A SIGNATURE IS NECESSARY AT THIS TIME.

AUTHORIZED VENDOR SIGNATURE

DATE

COMPANY NAME

PRINTED NAME AND TITLE

Subcontractor Information

Must fill form out completely even if no subcontractors are being used.

You must check appropriate box below and list any subcontractors that will be used for this **RFP# 16-06203-A177** for **Interactive Whiteboards, Interactive Projectors, and Interactive Flat Panels.**

_____ I will be using subcontractors. (See list below)

_____ I may or may not be using subcontractors. Not sure at this time. If you are the awarded vendor, you are responsible for contacting Commissioner of Revenue's Office at (276-634-4691) with subcontractor information. Payment of invoices is contingent upon receiving required information.

_____ I will not be using subcontractors.

1.) Subcontractors Company Name _____

Contact Person _____ Telephone # _____

2.) Subcontractors Company Name _____

Contact Person _____ Telephone # _____

3.) Subcontractors Company Name _____

Contact Person _____ Telephone # _____

4.) Subcontractors Company Name _____

Contact Person _____ Telephone # _____

5.) Subcontractors Company Name _____

Contact Person _____ Telephone # _____

6.) Subcontractors Company Name _____

Contact Person _____ Telephone # _____

Vendors Company Name _____

Vendors Authorized Signature _____ **Date:** _____

Vendors Telephone # _____ **Federal ID #** _____

*Note- Add a separate sheet if you need additional space for subcontractors

General Overview:

The Henry County School Division is soliciting proposals for Interactive Whiteboards, Interactive Projectors, and Interactive Flat Panels. Listed below are the minimum specifications for the software, interactive projectors, and interactive boards/flat panel. Please only submit proposals for items that meet the minimum specifications listed below.

Software Minimum Specifications:

- Teachers can create custom dynamic lesson activities to align with curriculum, capture student attention, and provide more immersive learning.
- Teachers can easily import pre-created lesson activities to reduce upfront work on lesson creation.
- Must be able to insert tables into the interactive display software.
- Interactive display software must include a properties tab that allows for modification of text style, object animation, and fill effects, line style and page recording. Users can customize lesson activities to suit the needs of specific learners and educators.

Interactive Projectors Minimum Specifications:

- Must enable interactivity on almost any flat surface, including a dry-erase whiteboard.
- Lamp must work for a minimum of 3,000 hours in standard mode and 4,000 hours in economy mode.
- Must come with a country-specific power cable (at least 14_9_ (4.5m) long), a VGA cable (at least 16_ (5m) long) and a USB A to USB mini B cable (up to 16_ (5m) long).
- Interactive projector must support both Microsoft® Windows® and Mac OS.
- The interactive projector must be covered under a warranty program that includes at least a three year warranty on the interactive projector.

- Phone and online support must be available at no charge, with no time limit.

Interactive Boards/Flat Panels Minimum Specifications (must be only, Smart, Promethean, and Encore's clear touch):

- Must support multitouch-enabled gestures (Windows 7, Windows 8 and Mac OS X 10.7, 10.8 and 10.9 operating systems) unless a computer is built in the display.
- Must enable users to interact with, move and manipulate digital ink as if it were an object, when used with compatible software.
- The interactive flat panel must be covered under a warranty program that includes at least a two-year limited equipment warranty and an optional extension of up to five years (total).
- Must include integrated interactive display software at no additional cost.
- Phone and online support must be available at no charge, with no time limit.
- Must include wall mount.

Additional Requirements:

Vendor shall also include within their proposal:

- Installation cost
- Trade in programs
- Lamp replacement
- What road map they are working on for the future.

Additional Items:

Henry County Schools reserves the right to negotiate with awarded vendor/s for the purchase of similar or like products and/or accessories for the duration of the contract without going out for an RFP again.

Selection Criteria:

Listed below are the criteria that will be utilized when selecting the items that are in the best interest for the Henry County School Division. Price is a determining factor but will not be the only criteria that determines which items are in the best interest for the schools.

- Price – 40 points
- User Friendly – 15 points
- Updates – 10 points
- Replacement/upgrades of boards, lamps & projectors – 30 points
- Road map to the future – 5 points

*Please identify any items on which you could not meet the minimum specifications.

Henry County Public Schools may request a demo of proposed equipment and vendor must be willing to present if asked.

Attached you will find the Proposal sheets that shall be required to be filled in completely and returned with your proposal.

Downloadable Proposal Sheet:

To download the attached Proposal sheets please visit our website at <http://www.henrycountyva.gov/>, then go under “Departments” then “Purchasing” then under the Proposal Section find “Proposal #A177 Excel Proposal Sheet”.

Questions:

Questions pertaining to this proposal shall be directed to Janet Copenhaver at 276-634-4731 or jcopenha@henry.k12.va.us