

FORMAL BID FB24-034

FOR

 INSTALLATION SECURITY CAMERAS IN SCANLON RESIDENCE HALL

Submission Deadline: August 23, 2023

2:00 p.m. Central Time

Questions and/or requests for clarification of this FB should be submitted via email to the Purchasing Manager, Kelly Sloan at purchase@missouriwestern.edu. All questions and/or clarifications can be sent at any time regarding this FB to the Purchasing Department until 12:00pm on August 21, 2023. Questions received after this date may not be answered. Please reference the FB24-034 on all correspondence. Answers to the submitted questions will be e-mailed to each vendor as an addendum to this solicitation. It is the responsibility of all interested parties to read this information and return it as part of the FB confirming receipt.



**BID SPECIFICATION SHEET FOR FB24-034**

INSTALLATION SECURITY CAMERAS IN SCANLON RESIDENCE HALL

**SUMMARY**

Missouri Western State University (MWSU) requests bids for the installation of indoor IP-based security cameras and associated network runs at various locations in the Scanlon Hall residence hall. The security cameras will be provided by Missouri Western and are not part of the bid request.

**SCOPE AND LOCATIONS PATHWAY**

The following is a list of locations for camera installation. Please also see the attached floorplans

indicating locations and rough camera directions (green), associated wire closets (red), and preferred

routes of particular network runs. Cable lengths below were measured by Missouri Western staff along

the indicated, preferred route, and are to be considered approximates.

**Floor Location Camera Model Wiring Closet Length (ft)**

1st 100JJ Lounge CF81-E Basement 95

1st 100 above Lounge doors CF81-E Basement 90

1st 100, outside office, facing west CD62 1st East 180

1st 100, outside office, facing north CM41 1st East 180

1st North knuckle facing north CM41 1st North 35

1st North knuckle facing south CM41 1st North 45

1st East knuckle facing east CM41 1st East 35

1st East knuckle facing west CM41 1st East 45

2nd North knuckle facing north CM41 2nd North 35

2nd North knuckle facing south CM41 2nd North 45

2nd East knuckle facing east CM41 2nd East 35

2nd East knuckle facing west CM41 2nd East 45

2nd Elevator lobby CF81-E 2nd East 145

3rd North knuckle facing north CM41 3rd North 35

3rd North knuckle facing south CM41 3rd North 45

3rd East knuckle facing east CM41 3rd East 35

3rd East knuckle facing west CM41 3rd East 45

3rd Elevator lobby CF81-E 3rd East 145

4th North knuckle facing north CM41 4th North 35

4th North knuckle facing south CM41 4th North 45

4th East knuckle facing east CM41 4th East 35

4th East knuckle facing west CM41 4th East 45

4th Elevator lobby CF81-E 4th East 145

**GENERAL SPECIFICATIONS AND REQUIREMENTS**

* Installer shall provide all necessary equipment to perform the installations and testing.
* Installer shall test, label, and document all installed cables and hardware.
* Installer shall provide a 1-year warranty on parts and installation.
* Cameras to be installed are Verkada models CM42 indoor mini-dome, CF81-E fisheye, and CD62 indoor dome cameras. Installation information can be found on the Verkada website (www.verkada.com).
* Network cable shall be category 6 indoor plenum-rated.
* Network cable shall be terminated on existing patch panels in wiring closets, and with a RJ45 modular end on camera-side (i.e. plugged directly into camera). Missouri Western will provide patch cables from patch panels to network equipment.
* Installer shall work with Missouri Western staff to identify appropriate patch panel locations for cable terminations.
* Installer shall create a reference of location and camera serial numbers, and provide to Missouri Western at conclusion of installation.
* Installer must remove the three (3) existing cameras in floors 2 through 4 elevator lobbies and replace with the new Verkada CM81-E fisheye cameras. Installer may use existing closed-circuit cabling to these specific cameras as pull-cords to facilitate new cable installation.
* Installation will start on or after August 28, 2023, once Missouri Western’s Fall Semester has begun, and must be completed by to September 30, 2023.

**NO MANDATORY PRE-BID MEETING**

No pre-bid meeting is scheduled. Bidders may schedule time to visit the building with Technology Services staff on or after August 18, 2023 during office hours of 8:00am – 4:30pm. Call 816-271-5880 to schedule time.

**BID INFORMATION**

Sealed bids must be submitted no later than August 23, 2023 2:00 p.m. Central Time to:

Missouri Western State University

Purchasing, Popplewell Hall 221

4525 Downs Drive

St. Joseph, MO 64507

**Electronic or faxed bids will not be accepted.** Missouri Western reserves the right to accept or reject any or all bids. Responses must be signed and sealed in mailing envelopes with the Respondent’s name and address clearly written on the outside. The Formal Bid Number **(FB24-034)** shall also be clearly marked on the outside of the envelope or package. Bids may not be accepted if the FB number is not on the outside of the envelope.

MWSU reserves the right to award to the bidder whose bid complies with all mandatory specifications and requirements and is the lowest and best bid for supplies. Missouri Western reserves the right to accept or reject any or all items of this bid.

Bid will be evaluated and awarded as a whole; to one vendor and not as separate projects.

All questions should be directed to Kelly Sloan, Purchasing Manager purchase@missouriwestern.edu.

Pricing must be FOB Missouri Western State University.

Include with your bid:

* Current signed W-9
* Pricing sheet page 5
* Include any addendum(s) with your initials
* Invitation to bid (separate document)
* Completed page 7
* Completed MOU signature pages (the last three pages of E-Verify) info page 6



**PRICING SHEET FOR FB24-034**

INSTALLATION SECURITY CAMERAS IN SCANLON RESIDENCE HALL

Base Bid $ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Company \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone Number:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Printed Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Authorized Signature Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_

This will not a prevailing wage project and the following are required.

* + Bidders must submit a notarized Affidavit of Work Authorization and completed MOU signature pages, per attached memorandum dated January 2014, with their bids.
	+ A Certificate of Liability Insurance will also be required with MWSU listed as an additional insured and a performance bond.
	+ Missouri Revised Statute Chapter 292.675 went into effect on August 28, 2008, all on-site employees are required to complete the ten-hour safety training program.

**PROJECT INFORMATION**

TO: ALL BIDDERS

FROM: MISSOURI WESTERN STATE UNIVERSITY

DATE: January 2014

RE: ADDITIONAL BID SUBMISSION REQUIREMENTS

Please review Missouri statute, 285.530 RSMo, regarding employment of unauthorized aliens. Pursuant to RSMo 285.530 (1), No business entity or employer shall knowingly employ, hire for employment, or continue to employ an unauthorized alien to perform work within the State of Missouri, and (2), the bidder must affirm its enrollment and participation in a federal work authorization program with respect to the employees proposed to work in connection with the services requested herein by:

Submitting a completed, notarized copy of AFFIDAVIT OF WORK AUTHORIZATION (attached) and,

Providing documentation affirming the bidder’s enrollment and participation in a federal work authorization program (see below) with respect to the employees proposed to work in connection with the services requested herein.

A copy of RSMo 285.530 can be viewed in its entirety at:

<https://revisor.mo.gov/main/OneSection.aspx?section=285.530>

E-Verify is an example of a federal work authorization program. Acceptable enrollment and participation documentation consists of completed copy of the E-Verify Memorandum of Understanding (MOU). For vendors that are not already enrolled and participating in a federal work authorization program, E-Verify is available at:

<https://www.e-verify.gov/>

*The successful bidder will be required to submit a notarized Affidavit of Work Authorization and the completed MOU signature pages (the last three pages) with their bid. A bid that does not include these items may be deemed non-responsive.*

**WORK AUTHORIZATION AFFIDAVIT**

**PURSUANT TO R.S.Mo. §285.530**

**(For all bids in excess of $5,000.00)**

**Effective 1/1/09**

State of Missouri )

 )ss

County of Buchanan )

Comes now \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Name of Business Entity Authorized Representative) as \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Position/Title) first being duly sworn on my oath, affirm \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Business Entity Name) is enrolled and will continue to participate in the E-Verify federal work authorization program with respect to employees hired after enrollment in the program who are proposed to work in connection with the services related to contract(s) with the State of Missouri for the duration of the contract(s), if awarded in accordance with subsection 2 of section 285.530, RSMo. I also affirm that \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Business Entity Name)does not and will not knowingly employ a person who is an unauthorized alien in connection with the contracted services provided under the contract(s) for the duration of the contract(s), if awarded.

***In Affirmation thereof, the facts stated above are true and correct. (The undersigned understands that false statements made in this filing are subject to the penalties provided under section 575.040, RSMo.)***

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|  |  |  |
| Authorized Representative’s Signature |  | Printed Name |
|  |  |  |
|  |  |  |
| Title |  | Date |
| E-Mail Address |  | E-Verify Company ID Number |

Subscribed and sworn to before me this \_\_\_\_\_\_\_\_\_\_\_\_\_ of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_. I am

 (DAY) (MONTH, YEAR)

commissioned as a notary public within the County of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, State of

 (NAME OF COUNTY)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, and my commission expires on \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

(NAME OF STATE) (DATE)

|  |  |  |
| --- | --- | --- |
|  |  |  |
| Signature of Notary |  | Date |