REQUEST FOR PROPOSAL:

LAKEVIEW HIGH SCHOOL PUBLIC ADDRESS AND AUDIO SYSTEM

REGIONAL SCHOOL DISTRICT NO. 20

35 Wamogo Road Litchfield, CT 06759

RFP Issue Date: June 12, 2026

Proposal Submission Deadline: July 1, 2026, 10:00 AM EST

LEGAL NOTICE & INVITATION TO BID

Regional School District No. 20, acting through its Board of Education, is seeking sealed proposals from qualified audio-visual and network integration construction companies to provide the necessary design, permitting, engineering, and construction/installation for a comprehensive replacement and upgrade of the Public Address (PA) and Audio System at Lakeview High School.

Questions regarding the technical content or administrative specifications of this RFP must be directed via email to Julia Cardillo, Chief Financial Officer, at ***jcardillo@rsd20.org****. Prospective bidders are strongly encouraged to coordinate with System Administrator Imer Belica (****ibelica@rsd20.org****) to schedule an optional on-site facility walk-through prior to the question deadline, and to request any additional technical specifications or facility design maps required for proposal preparation.*

Sealed proposals will be received at the Regional School District 20 Business Office, 35 Wamogo Road, Litchfield, CT 06759, until ***10:00 AM EST on July 1, 2026****, at which time they will be opened publicly and read aloud. Proposals received late will not be accepted and will be returned unopened.*

I. INTENT & PROJECT OVERVIEW

The intent of this project is to replace the legacy, failing PA System and infrastructure at Lakeview High School with a modern, high-reliability IP-based network audio and public address system. Regional School District No. 20 has standardized its design on an Axis Communications network audio ecosystem to ensure seamless facility integration, crisp communication, mass notification capabilities, and integrated environmental monitoring.

The District is currently evaluating two potential hardware configurations for the classroom instructional spaces: a standard audio-only approach and an enhanced approach utilizing integrated network display clocks. ***Bidders are required to provide a comprehensive line-item breakdown of potential equipment configurations, labor, and their respective costs for both options.*** *Floor plans and technical power consumption layouts are available upon request of prospective bidders and will be provided to the awarded contractor to finalize network and PoE engineering prior to deployment.*

Project Schedule Requirement: Due to the critical nature of this system and the need to ensure full operational readiness prior to the start of the 2026–2027 school year, the District requires that all work, testing, programming, training, punch list items, and final system acceptance be substantially completed no later than August 14, 2026. Bidders shall include a project schedule demonstrating their ability to meet this deadline.

II. SCOPE OF SERVICES & TECHNICAL SPECIFICATIONS

The selected integration firm will deliver a turn-key solution encompassing hardware procurement, physical installation, network configuration, system programming, safety testing, and end-user training.

Bidders must submit pricing for the following two configurations based on the Axis Communications ecosystem:

A. Configuration 1: Base Bid (Standard Audio-Only Classrooms)

This configuration utilizes standard ceiling speakers across all instructional and common spaces.

- ***AXIS C1210-E Network Ceiling Speakers:*** *133 units (Deployed with AXIS TC1603 Tile Bridges)*
- ***AXIS C1610-VE Network Sound Projectors:*** *16 units (Outdoor/High-output zones)*
- ***AXIS C1510 Network Projector Speaker:*** *1 unit (Specialty pendant area)*
- ***AXIS D6310 Air Quality Sensors:*** *8 units (Environmental tracking)*
- ***AXIS C6110 Network Paging Console & TC6901 Mic:*** *1 unit (Main administrative console)*

- ***AXIS C7110 Audio Extension Module:*** *1 unit (Central head-end integration)*

B. Configuration 2: Alternate Bid (Enhanced Classrooms with Display Clocks)

This configuration replaces a portion of the standard classroom ceiling speakers with hybrid visual/audio network display clocks for visual time synchronization and digital messaging.

- ***AXIS C1710 Network Display Speakers:*** *46 units (Classroom/Instructional Spaces)*
- ***AXIS C1210-E Network Ceiling Speakers:*** *87 units (Corridors, offices, remaining areas)*
- ***AXIS C1610-VE Network Sound Projectors:*** *16 units*
- ***AXIS C1510 Network Projector Speaker:*** *1 unit*
- ***AXIS D6310 Air Quality Sensors:*** *8 units*
- ***AXIS C6110 Network Paging Console & TC6901 Mic:*** *1 unit*
- ***AXIS C7110 Audio Extension Module:*** *1 unit*

C. Network Infrastructure & Engineering Requirements

- ***Line-Item Pricing:*** *The proposal* ***must*** *include a detailed line-item breakdown of hardware costs, cabling materials, labor/installation, programming, and training for both configurations.*
- ***PoE Infrastructure Auditing:*** *Every deployed device operates natively over IP. The Contractor must audit and calculate power allocations to ensure existing PoE switches meet required power draws under full peak load.*
- ***Cable Pathways:*** *All field wiring must be structured Cat6 cabling, fully certified, plenum-rated, neatly bundled, labeled at both ends, and supported using dedicated J-hooks. No cables may rest directly on ceiling tiles.*

III. INSTRUCTIONS & MANDATORY CONTRACTOR QUALIFICATIONS

A. Corporate Experience and Worker Certifications

- ***Experience Minimums:*** *Submitting Contractors must possess a minimum of ten (10) consecutive years of experience under their current incorporation name performing commercial IP network audio, mass notification, or low-voltage systems integration.*
- ***Licensing & Safety:*** *All on-site personnel must be fully licensed and registered with the State of Connecticut for the low-voltage and electrical trades required by this scope. Every field technician and supervisor must hold a valid* ***OSHA-10 training certification*** *prior to stepping on-site.*
- *Submitting contractors should be an Axis Channel Partner with Gold Tier.*

B. Operational Parameters for Active Facility Work

- ***Facility Schedule Controls:*** *Lakeview High School is an active facility. The Contractor shall cause zero disruption to ongoing administrative functions or summer operations. Excessive noise or disruption must be coordinated and executed outside normal operational hours.*
- ***Site Maintenance:*** *Work areas must be left broom-clean at the conclusion of each working day. All tool storage and deliveries must be coordinated through the Facilities Director.*
- ***Tax-Exempt Status:*** *Regional School District No. 20 is a tax-exempt entity. Project proposals must exclude all state and local sales taxes.*

C. Submission Framework & Document Controls

- ***Package Delivery:*** *Proposals must be submitted in duplicate within a sealed, opaque envelope explicitly labeled: "Lakeview High School PA Upgrade - SEALED PROPOSAL ENCLOSED" along with the Contractor's corporate name.*
- ***Submittal Packages:*** *Within ten (10) days of receiving a notice of contract award, the successful bidder must submit complete product data specification sheets, and specific safety layouts to the Owner's representative for engineering sign-off.*

IV. PROPOSAL FORM & DOCUMENT SUBMISSIONS

The following forms must be completed, executed in non-erasable ink, and included in the sealed submission envelope. Bidders must attach their line-item equipment and labor breakdown to this form.

A. Lump-Sum Price Bid

Project: *Lakeview High School IP PA Audio Project Upgrade*

Owner: *Regional School District No. 20, Litchfield, CT*

Contractor Corporate Name: _____

Business Address: _____

Telephone: _____ *Email:* _____

Authorized Representative & Title: _____

1. CONFIGURATION 1 (BASE BID - STANDARD AUDIO ONLY)

Total Amount (Figures): $ _____

2. CONFIGURATION 2 (ALTERNATE BID - WITH DISPLAY CLOCKS)

Total Amount (Figures): $ _____

Please ensure a formal, line-itemized quote detailing hardware, labor, and programming for both configurations is attached to this Proposal Form.

Required Substantial Completion Date: August 14, 2026

Contractor Acknowledgment:

The undersigned acknowledges that all work associated with this project, including installation, programming, testing, training, and final commissioning, shall be substantially complete on or before August 14, 2026.

Authorized Representative Initials: _____

B. Non-Collusive Certification Statement

By signing below, the Contractor certifies under penalty of law that: (1) This Proposal has been arrived at independently without collusion, secret agreements, or planned courses of action with any other vendor or competitor to limit independent bidding; and (2) The financial or technical contents of this proposal have not been, and will not be, communicated to any outside entity prior to the official public opening.

Authorized Agent Signature: _____ Date: _____

Printed Name & Corporate Title: _____

C. Contractor Qualifications Statement Outline

Bidders must attach a separate document answering the following criteria:

1. *State of Incorporation and official registration date.*
2. *Active commercial network audio contracts currently on-hand.*
3. *Detailed log of any contracts failed, abandoned, or defaulted upon within the past ten (10) years.*
4. *A portfolio summary of the three (3) most recently completed K-12 educational or large-scale institutional IP PA audio projects.*
5. *A comprehensive itemized registry of State of Connecticut trade licensing types and registration numbers for all technical workforce members assigned to the installation.*

APPENDIX A: MANDATORY INSURANCE REQUIREMENTS

The successful Contractor and all associated subcontractors shall secure, maintain, and provide certified proof of the following insurance coverage minimums prior to commencing any physical site performance:

1. ***Worker's Compensation Insurance:*** *Statutory minimum limits for all working personnel.*
2. ***Comprehensive General Liability Insurance:***
    - *Bodily Injury: $1,000,000.00 each person / $1,000,000.00 each occurrence*
    - *Property Damage: $1,000,000.00 each person / $1,000,000.00 each occurrence*
    - *General Liability Aggregate Limit: $2,000,000.00*
3. ***Comprehensive Automobile Liability:*** *$1,000,000.00 each person / $1,000,000.00 each occurrence.*
4. ***Excess Liability Umbrella Coverage:*** *$4,000,000.00 total limit.*

Note: The successful contractor must formally name Regional School District No. 20 as an "Additional Insured" on all active liability policies prior to mobilization.