

Request for Proposals

Ellsworth School Department

Classroom AV Project

Proposals Due March 31, 2026 9:00 AM

1. Scope of Work

Project Description: Ellsworth School Department (“the District”) is soliciting proposals from qualified contractors to provide 75-inch interactive flat panels for instructional use in approximately 135 classrooms. The project shall include equipment, delivery, wall mounting, removal of existing equipment, staff training, and ongoing support.

Project Locations:

Ellsworth Elementary Middle School
20 Forrest Avenue,
Ellsworth, ME 04605

Ellsworth High School
24 Lejok Street
Ellsworth, ME 04605

Hancock County Technical Center
112 Boggy Brook Road
Ellsworth, ME 04605

Scope of Services:

1. Equipment

- 75” interactive flat panels meeting all minimum technical specifications
- All required accessories (mounts, cables, power supplies, styluses, etc.)
- New, current production models only (no refurbished or discontinued equipment)
- Web-based management solution with no recurring fees

2. Installation

- Professional wall mounting in 135 classrooms
- Secure mounting to appropriate wall structures
- Safe cable management compliant with building codes
- Power-up, configuration, and functional testing in each classroom
- Contractor is responsible for the daily removal of all packaging materials (cardboard, foam, pallets) from school grounds. District dumpsters may not be used for project waste.

3. Removal of Existing Equipment

- Removal of existing classroom display equipment (e.g., projectors, whiteboards (if needed), mounts, cabling)
- Responsible disposal or recycling of removed equipment
- Contractor shall provide 'paint-ready' wall restoration. This includes patching all holes with appropriate compound, sanding smooth, and applying one coat of primer. The District will provide touch-up paint if a color match is required.

4. Training

- Initial training for instructional staff
- Options for in-person and/or virtual delivery
- Train-the-trainer model preferred
- Documentation and access to ongoing training resources

5. Support & Warranty

- Manufacturer warranty (minimum requirements defined below)
- Technical support and service response options
- Availability of replacement parts

2. Technical Specifications (Minimum Requirements)

Failure to meet any mandatory requirement may result in disqualification.

1. Display

- Screen Size: 75 inches
- Resolution: Minimum 4K UHD (3840 × 2160)
- Brightness: Minimum 400 nits
- Anti-glare, hardened glass
- Wide viewing angle suitable for classroom use

2. Touch Technology

- Minimum 20 simultaneous touch points
- Finger, passive stylus, and palm rejection support
- Low-latency writing and annotation

3. Operating System

- Native Android-based operating system
- Fully functional without an external computer
- Automatic system and security updates supported by the manufacturer

4. Google EDLA Certification (MANDATORY)

All proposed panels must be Google Enterprise Devices Licensing Agreement (EDLA) certified at the time of proposal submission.

Mandatory conditions:

- EDLA certification must be native to the panel
- No external devices, OPS modules, Android boxes, or future updates may be used to achieve compliance
- Full access to Google Mobile Services (GMS), including:
 - Google Play Store
 - Google Chrome
 - Google Drive
 - Google Docs, Slides, and Sheets
- Contractor must submit manufacturer documentation verifying EDLA certification for the exact model proposed

Panels that do not meet these requirements will be deemed non-responsive.

5. Google Workspace for Education Compatibility

- Native integration with Google Workspace for Education
- Secure staff sign-in/sign-out
- Ability to open, edit, and save Google files directly on the panel
- Compatibility with Google Classroom workflows

6. Connectivity

- HDMI input
- USB Type-A
- USB Type-C with minimum 65W Power Delivery (PD), supporting video, touch, and charging via a single cable.
- Ethernet
- Audio output
- Wireless connectivity (Wi-Fi)
- Wireless screen sharing from:
 - ChromeOS
 - Windows
 - macOS
 - iOS

7. Audio

- Integrated front-facing speakers with a minimum output of 2 x 20W or a total of 40W system power.

8. Safety, Accessibility, and Compliance

- UL listed or equivalent certification
- ADA-compliant mounting height options
- FERPA-aligned data handling
- No mandatory student account creation on the panel

9. Near Field Communication (NFC) – Preferred

- Built-in NFC capability is desired but not mandatory
- Preference for panels supporting NFC-based staff sign-in/sign-out
- NFC must be native to the panel, not an external add-on

10. Fast User Switching & Session Security – Preferred

- Rapid staff authentication
- Automatic session clearing on sign-out
- Separation of user data between sessions
- Ability to restrict administrative access

11. Future-Readiness & Lifecycle

Contractors must describe:

- Expected product lifecycle (minimum 7–10 years desired)
- Length of OS and security update support
- Continued EDLA support for the proposed model
- Availability of replacement parts

12. Centralized Remote Management (MDM)

The Contractor must provide a centralized, web-based Mobile Device Management (MDM) solution specifically designed for the proposed interactive panels.

- **Zero-Cost Licensing:** The management solution must be included for the life of the hardware with no recurring annual subscription or maintenance fees.
- **Remote Commands:** IT administrators must be able to remotely power on/off, restart, and lock panels.
- **App Deployment:** Ability to silently push, update, or remove applications (APKs) across the entire fleet or specific groups of panels.
- **Firmware Updates:** Ability to schedule and push over-the-air (OTA) firmware updates to all 135 units simultaneously.
- **Remote Desktop Support:** Ability for IT staff to remotely view and control the panel screen in real-time to assist teachers with troubleshooting.
- **Messaging:** Capability to broadcast emergency alerts or text-based notifications to all screens across the District.
- **Reporting:** Real-time dashboard showing online/offline status, hardware health, and usage analytics.

13. Warranty

- **Duration:** Minimum 5-year comprehensive manufacturer warranty.
- **Service Type: On-site repair.** If a unit fails, the Contractor must send a technician to the school. The District will not be responsible for unmounting, boxing, or shipping 75-inch panels.
- **Response Time:** Initial response within 24 hours; on-site technician or replacement unit within 3 to 5 business days.
- **Coverage:** Must cover the panel, integrated components, and all manufacturer-supplied accessories (cables, remotes, styluses).
- **Dead Pixel Policy:** Define the threshold for screen replacement (e.g., "Zero-bright-pixel guarantee" or a specific ISO standard).

3. PROPOSAL INSTRUCTIONS

Registration:

Interested contractors should notify Amy Boles, Superintendent, at aboles@ellsworthschools.org of their interest in the Project and provide contact information. Such parties will be included in a list of Registered Contractors.

Questions regarding this Request for Proposals:

Questions regarding this Request for Proposals may be submitted in writing via email to aboles@ellsworthschools.org no later than 4:00 PM on March 20, 2026. Responses, if any, from the District will include the question and will be issued in the form of a written addendum and made available to all Registered Contractors no later than March 24, 2026.

Contents of Proposal:

Proposals must be completed using substantially the same format as the attached appendices:

1. Project Design (See Appendix A)
2. Fixed Price Cost of Project (See Appendix B)
3. Contractor Information (See Appendix C)
4. References (See Appendix D)
5. Good Faith Statement (See Appendix E)

Submission:

Proposal should be submitted via email or mail as follows:

Email:

Submit the proposal as an email attachment to Amy Boles, Superintendent, at aboles@ellsworthschools.org with the following subject line: “[NAME OF CONTRACTOR], Classroom AV Project Proposal– DO NOT OPEN UNTIL March 31, 2026 9:00AM”

Mail

Submit the proposal via USPS, UPS, or FedEx or in person with the following subject line: “[NAME OF CONTRACTOR], Classroom AV Project Proposal– DO NOT OPEN UNTIL March 31, 2026 9:00 AM” to the following address:

Amy Boles, Superintendent of Schools
Ellsworth School Department
11 Avery Lane
Ellsworth, ME 04605

All proposals must be valid for 90 days. Proposals that are late, unsigned, or submitted via fax shall not be accepted. The District will not be responsible for delays or failure of delivery of proposals, whether by email or hardcopy delivery, and shall not be responsible for defective email attachments.

Site Walk:

Interested contractors are invited to a site visit prior to proposal submission on March 18, 2026 10:00AM starting at Hancock County Technical Center, 112 Boggy Brook Road, Ellsworth ME 04605.

4. AWARD OF CONTRACT

The District will publicly open and read the names of the contractors who submitted proposals shortly after 9:00 AM on March 31, 2026 (the “Submission Deadline”). The District shall evaluate proposals and select the proposal that is in the best interest of the District, even if the selected proposal is not the lowest cost. The District reserves the right to reject any or all proposals, waive any informality, reissue the same or similar Request for Proposals, and negotiate with any contractor should it be deemed in the best interest of the District to do so. To assist in the proposal evaluation process, the District may request points of clarification in regard to the proposals. The District reserves the right to request additional information from contractors after the proposal opening date.

1. SCHEDULE

Step	Date
Request for Proposals Published	March 9, 2026
Site Walk	March 18, 2026 10:00 AM
Questions submission deadline	March 20, 2026 4:00 PM
Responses to Questions	March 24, 2026
Proposal Submission Deadline	March 31, 2026 9:00 AM
Anticipated Award Date	March 31, 2026 9:00 AM
Contract Start Date	June 2026

2. TERMS AND CONDITIONS

The following provisions shall apply to the resulting contract with the District under this Request for Proposals. The final contract is subject to review and approval by the District's legal counsel.

Insurance: The Contractor shall procure and maintain insurance as will protect the Contractor and District from claims or damages because of bodily injury, including death, and for claims for damages to property that may arise out of, or result from, the Contractor's performance of work under the contract. The minimum coverages shall be as follows:

Commercial General Liability:	\$1,000,000 per occurrence/\$2,000,000 aggregate
Motor Vehicle Liability:	As required by law in the State of Maine.
Workers' Compensation	As required by law in the State of Maine.

Certificates of such insurance coverages must be provided to the District with the Contractor's proposal. Prior to signing a contract with the District, the Contractor's commercial general liability coverage shall include the District as an additional insured and shall guarantee thirty (30) days' notice to the District of termination of the insurance.

Indemnification: The Contractor shall indemnify and hold harmless the District, its officers, agents and employees in their individual and official capacities (collectively, the "Indemnitees") from any and all claims, costs (including reasonable attorneys' fees), expenses, injuries, liabilities, losses, and damages of every kind and description, including without limitation claims for property damage or bodily injury (including death), resulting from or arising out of the performance of the contract by the Contractor, its employees, its agents, or subcontractors (collectively, "Claims") to the extent not attributable to the negligence or willful misconduct of the District. This indemnification/hold harmless provision shall survive termination of the contract. In its contract with the Contractor, the District will not agree to any provision that requires indemnification on the part of the District.

Governing Law: The contract shall be governed by and construed in accordance with the laws of the State of Maine, without regard to its conflicts of laws provisions.

Payment and Performance Bonds: Contractor shall provide performance and payment bonds as required by Maine law.

Independent Contractor: The Contractor including its employees, subcontractors, and agents, is acting as an independent contractor and not as an officer, employee or agent of the District. Nothing in the contract is intended to create a partnership or joint venture relationship between the parties.

Appendix A: Project Design

- 1. Description:** Please outline how the Project intends to be completed including but not limited to: a detailed site assessment of the 135 classrooms to identify varying wall substrates and existing cabling; a deployment and logistics plan for the staggered removal of legacy equipment and installation of new units; and a commissioning process to verify functional readiness. Proposals must include a specific product recommendation for the 75-inch interactive flat panels, including full manufacturer specifications, proof of native Google EDLA certification, and a lifecycle roadmap. Additionally, the contractor must provide the estimated hardware lifespan, a schedule for manufacturer firmware/security updates, and a detailed outline of maintenance requirements and support procedures.
- 2. Schedule:** Please provide an intended schedule for accomplishment of the Project. The instructional calendar concludes for students on June 15 or 16, 2026. While the primary installation window begins immediately following the student departure, the District may grant early access to specific sites for preparatory work on a case-by-case basis. Final completion of all 135 classrooms is mandatory no later than August 7, 2026.

Appendix B: Fixed Price Cost of Project

Please provide a not-to-exceed fixed price cost proposal for the entire Project in accordance with the Scope of Work (expand as necessary):

Item	Description	Total \$
1.	Equipment & Materials	
2.	Installation & Integration	
3.	Training & Professional Development	
4.	Warranty & Support	
5.	Other (specify)	
Total	Total Fixed Cost of Project	

Note: Owner is exempt from both Federal and Maine taxes. Do not include these taxes in your proposal. Necessary tax exemption number or certificate will be forwarded upon request.

Appendix C: Contractor Information

Contractor Details

Please provide the following information:

Company name	
Address	
Telephone No	
Contact Person	
Email address	

Key Personnel

Please give details of all personnel who will be dedicated to this Project indicating qualifications and relevant experience (expand as necessary).

Name	Qualification	Experience

Appendix D: References

Provide the names and addresses of three references. References from public schools and other governmental entities (particularly in Maine or New England) where similar services were provided are encouraged.

Reference 1	
Name	
Address	
Contact Person	
Telephone Number	
Relevance to RFP	
Reference 2	
Name	
Address	
Contact Person	
Telephone Number	
Relevance to RFP	
Reference 3	
Name	
Address	
Contact Person	
Telephone Number	
Relevance to RFP	

Appendix E: Good Faith Estimate

ELLSWORTH SCHOOL DEPARTMENT

Classroom AV Project

GOOD FAITH STATEMENT

To: Amy Boles, Superintendent of Schools
Ellsworth School Department
11 Avery Lane
Ellsworth, ME 04605

To Superintendent Boles:

The undersigned represents that this proposal is made in good faith, without fraud, collusion or connection of any kind with any other contractor for the same work; that he/she has informed himself/herself fully in regard to the specifications provided in the Classroom AV Project Request for Proposals, dated March 9, 2026, for the Ellsworth School Department, and has made his/her own examinations and estimates, and from them makes this proposal. The undersigned further represents that he/she and the contractor have no interest and shall not acquire any interest, direct or indirect, which would conflict in any manner with the performance of Work required.

The undersigned understands that the School Committee of the Ellsworth School Department reserves the right the right to reject any or all proposals, waive any informality, reissue the same or similar Request for Proposals, and negotiate with any contractor should it be deemed in the best interest of the Ellsworth School Department to do so.

With the above understanding, the undersigned proposes to furnish to the Ellsworth School Department the Project as described in said Request for Proposals and to comply in all respects with said specifications for the sum or sums provided in its proposal.

Company name

Address

Telephone No

Contact Person

Title of Contact Person

Signature

Date
