

St. Joseph County ISD

SJC - Physical Security Systems - RFP

Request for Proposal

11/17/2026

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REQUEST FOR PROPOSAL

DOCUMENT TITLE:	St. Joseph County ISD SJC - Physical Security Systems - RFP 2026-2027
DOCUMENT NUMBER:	SJC-PSS-RFP-26-27
QUESTIONS:	Please submit ALL questions via email to rfp-response@sjcisd.org.
SUMMARY:	St. Joseph County ISD (hereafter referred to as "Owner, the District or SJI") hereby solicits proposals from qualified vendors (hereafter referred to as "Vendor or Bidder") for Physical Security Systems. The design and implementation shall meet or exceed all industry best practices, SJI standards, and all State of Michigan policies.
FISCAL AGENCY:	St. Joseph County ISD, Centreville, Michigan
PROPOSAL RECEIPT DEADLINE:	January 13th, 2027 @ 12:50PM EST
PROPOSAL OPENING DATE:	January 13th, 2027
PROPOSAL OPENING LOCATION:	St. Joseph County ISD Admin Building 62445 Shimmel Rd., Centreville, MI 49032
PROPOSAL OPENING TIME:	1:00 PM EST
BOND REQUIREMENT:	Each bid shall be accompanied by good and sufficient bid security or bid bond in an amount not less than 5% of the Bid amount and shall secure the Owner from loss or damage by reason of the withdrawal of the Bid by a Bidder or by failure of the successful Bidder to enter into a Contract with the Owner if his Bid is accepted by the Owner.
CONTACT PERSON:	Brian Calkins rfp-response@sjcisd.org 269-467-5315
ADVERTISEMENT DATE:	November 17th, 2026
NUMBER OF PAGES:	41

SECTION A: TERMS AND CONDITIONS

1. SUBMISSION OF RFP

1.1. In response to this RFP, Bidders shall submit one (1) original proposal marked "Original", two (2) identical bound copies and one (1) identical electronic response in PDF or other standard format stored on a flash drive and/or USB Media Device. Clearly label and index binders with appropriate section and subsection numbers as referred to herein. Number each page individually and provide a table of contents.

1.2. Neither the SJI nor any official, employee or representative thereof shall be responsible for the pre/post-opening of, or failure to open an RFP not properly addressed, identified or mislabeled.

1.3. Proposals submitted by telephone, telegraphic notice, e-mail or facsimile will not be accepted.

1.4. RFP and any addenda shall be submitted in a sealed envelope or box and labeled using the following format:

Company:	St. Joseph County ISD
RFP TITLE:	St. Joseph County ISD SJC - Physical Security Systems - RFP 2026-2027
RFP #:	SJC-PSS-RFP-26-27
Opening Date:	January 13th, 2027
Receipt Time:	12:50PM
Mail / deliver To:	Brian Calkins Technology Department St. Joseph County ISD 62445 Shimmel Rd. Centreville, MI, 49032

1.5. In order for an RFP to be considered, it is mandatory that the RFP documents be received and time-stamped at 62445 Shimmel Rd. Centreville, MI 49032, prior to the receipt time specified in this RFP document (see page 3). This shall be local time at the receiving address.

1.6. Information should be prepared to provide a straightforward, concise delineation of capacities to satisfy requirements of the RFP. Emphasis should be placed on conformance to RFP instructions, responsiveness to RFP requirements, completeness and clarity of content.

1.7. Any irregularities or lack of clarity in the RFP should be brought to the attention of SJI for correction or clarification.

1.8. Addenda or revisions issued may become an integral part of this RFP. All addenda shall be posted on the websites referenced in **Section 1.8.2**.

1.8.1. Bidders must acknowledge receipt of addenda by signing and returning with the

original RFP documents. It is the Bidder's responsibility to insure receipt of any addenda. Failure to submit a signed addendum may result in rejection of a proposal.

1.8.2. Bidder shall receive any addenda issued on a bid from one of the following websites: https://sjcisd.org/your-isd/bid-projectsrfps/ / www.sjcisd.org

1.8.3. Bidder may contact Information Services at 269-467-5315 or email rfp-response@sjcisd.org with name, address, phone, E-Mail address and request. Upon receipt of that request, SJI shall send any addenda documents relating to this proposal to the requested contact.

1.9. An authorized representative of Bidder's firm must sign this RFP document. An unsigned proposal shall be disqualified.

1.10. Prices quoted shall be F.O.B. destination and exclusive of federal, state and local taxes. No shipping charges shall be allowed.

1.11. All costs incurred in the preparation and submission of responses to the RFP shall be the responsibility of the Bidder.

1.12. Bidder assumes any and all risks involved with the method of dispatch chosen. SJI assumes no responsibility for Bidder's failure to deliver RFP in accordance with the specified receiving point and time stated herein.

1.13. All proposals and accompanying documentation become the property of SJI and shall not be returned.

1.14. Exceptions to the Terms, Conditions and Specifications of this proposal must be noted in the space provided at the end of this proposal. Failure to note said exceptions shall be interpreted to convey that Bidder shall propose to perform in the manner described and/or specified. The St. Joseph County ISD reserves the right to accept or reject any exceptions based on the best interest of the SJI.

2. PROPOSALS ARRIVING AFTER RECEIPT DEADLINE

2.1. Note that the RFP Receipt Deadline is local time, Centreville, Michigan 49032.

2.2. Late proposals will not be accepted. A proposal arriving after the deadline will be rejected, unopened.

3. WITHDRAWAL OF PROPOSAL

3.1. A proposal may be withdrawn by written notification delivered by mail, delivery service or e-mail provided such notice is received prior to the date and time set for the delivery deadline.

3.2. A request for withdrawal of a proposal received after the scheduled delivery shall not be considered.

4. PROPRIETARY INFORMATION

4.1. St. Joseph County ISD is a public entity. Thus SJI is subject to all State of Michigan laws regarding Public Records. Unless identified by law as confidential, ALL records are public and subject to inspection and copying by any person.

4.2. Upon selection of a successful bidder, the contents of all proposals will become public record. Bidders shall not include any proprietary content that they would not want to be released to the public.

5. MANDATORY BIDDER'S CONFERENCE / WALKTHROUGH

5.1. A **MANDATORY** Bidders' Conference / walkthrough will be held on November 30th 11:00 AM - 1:00 PM EST. Check-in with the main office at [Walkthrough Address]. At this time representatives of SJI will be available to answer questions regarding this RFP, you will have an opportunity to inspect the installation locations and receive drawings.

5.2. Prospective Bidders (or a representative) **MUST** be present at the Walkthrough.

5.3. If applicable, Building Drawings with specific locations will be provided at this time.

6. INTERVIEWS

6.1. SJI reserves the right to require any or all Bidder(s) to make a presentation either in person, by conference call or by web conferencing that illustrates the Bidder's abilities relative to this effort and/or attend an interview session to gauge its suitability to provide services for this project. If so requested, the Bidder shall make its personnel available at a time to be scheduled if needed. No cost allowance shall be permitted for this requirement.

7. GOVERNING LAW

7.1. Should there be a contract, Bidder agrees that it shall be governed by and created in accordance with the laws of the State of Michigan. Subject to Paragraph 29, no action involving this contract agreement may be brought except in a state court located in St. Joseph County, Michigan, USA.

8. SUSPENSION AND RESPONSIBILITIES

8.1. Bidder must certify that it and its principals are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from transactions with

any state or federal department or agency.

8.2. Submission of a signed proposal in response to this solicitation is certification that Bidder's firm (or any Sub-Bidder) is not currently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any state or federal department or agency. Submission is also an agreement that SJI will be notified of any change in this status.

8.3. Loss of Agreement and/or Inability to Fulfill Requirements

8.3.1. If Bidder has had an agreement terminated, or has a pending termination, or a settlement to avoid litigation or termination for default during the past five (5) years, all such incidents must be described.

8.3.2. Termination for default is defined as notice to stop performance due to Bidder's non-performance or poor performance, and the issue was either: (a) not litigated; or (b) litigated and such litigation determined Bidder to be in default.

8.3.3. Bidder shall submit full details of all terminations for default, settlements, or pending terminations experienced in the past five (5) years including the other party's name, address, and telephone number. Bidder shall also present its position on the matter.

8.3.4. SJI shall evaluate the facts and at its sole discretion may reject the Bidder's response if the facts discovered indicate that completion of an agreement resulting from this RFP may be jeopardized by selection of Bidder.

8.3.5. <u>If Bidder has experienced no such settlement or terminations for default in the past five (5) years, and has no pending terminations, it must affirmatively declare this to be so.</u>

9. TERMINATION OF CONTRACT

9.1. This contract may be terminated in whole or in part by SJI for its convenience, but only after the Bidder is given not less than thirty (30) calendar days written notice of intent to terminate and an opportunity for consultation with SJI prior to termination.

10. AMERICANS WITH DISABILITIES

10.1. SJI acknowledges its responsibilities under the Americans with Disabilities Act (ADA) of 1990. SJI expects all Bidders to be knowledgeable about and comply with the requirements of the ADA.

11. INSTALLATION

11.1. The successful Bidder shall make good and at their expense any damage to the work of other trades caused by the installation to the satisfaction of the SJI.

12. REQUIRED INSURANCE COVERAGE

12.1. The successful Bidder shall, at the Bidder's sole expense, procure, maintain and keep in force for the duration of the contract insurance conforming to the minimum limits as specified in this document. The required insurance shall be in effect prior to the commencement of work by the successful Bidder and shall continue in force as appropriate until final acceptance by SJI of the completion of this contract.

12.2. Certificate of Insurance: The ACORD 25 Certificate of Insurance form or a form substantially similar must be submitted to St. Joseph County ISD to evidence the insurance policies and coverage required of the successful Bidder. The certificate must name St. Joseph County ISD as the certificate holder. The certificate should be signed by a person authorized to bind coverage on its behalf. Upon renewal of the policies listed, successful Bidder shall furnish the St. Joseph County ISD with replacement certificates.

13. WORKERS COMPENSATION COVERAGE

13.1. Successful Bidders shall have Workers Compensation coverage as required by law for the duration of the contract to include Employer's Liability Coverage with minimum limits of one million dollars ($1,000,000).

14. GENERAL LIABILITY INSURANCE

14.1. During the project, the successful Bidder shall maintain Comprehensive General Liability Insurance (occurrence form) with the following coverage through an insurance carrier(s) licensed to do business in the State of Michigan and having a current A.M. Best rating of A-:VII or better and approved by the St. Joseph County ISD:

14.1.1. Premises-Operations

14.1.2. Independent Contractor's Protection

14.1.3. Products and Completed Operations

14.1.4. Broad Form Property Damage

14.1.5. Personal Injury (with Employee Exclusion deleted)

14.1.6. Blanket Contractual Liability

14.1.7. Property Damage Liability

14.1.8. Sexual abuse liability coverage

14.1.9. Cyber liability

14.2. Limits shall be equal to the amount carried by the successful Bidder, but shall not be less than two million dollars ($2,000,000) per occurrence combined with single limits.

14.3. By endorsement to the required general liability policy and automobile liability policy, St. Joseph County ISD must be named as additional insured for all liability arising from this contract. The Additional Insured Document (CG 20 10 11 85 or CG 20 26 11 85) should reference the RFP number.

15. COMPREHENSIVE AUTOMOBILE LIABILITY INSURANCE

15.1. During the project, Bidder shall maintain Comprehensive Automobile Liability Insurance to include all owned autos, non-owned autos, and hired autos coverage through an insurance carrier(s) licensed to do business in the State of Michigan and having current A.M. Best rating of A-:VII or better and approved by the St. Joseph County ISD.

15.2. Limits shall be equal to the amount carried by the successful Bidder, but shall not be less than one million dollars ($1,000,000) per occurrence combined with single limits.

16. PROFESSIONAL LIABILITY INSURANCE

16.1. During the project, Bidder shall maintain Professional Liability (Errors & Omissions) Insurance with minimum limits of at least one million dollars ($1,000,000) per occurrence. The insurance required above may be provided under primary policies or by a combination of primary and excess policies.

17. LICENSE AND CERTIFICATION

17.1. Bidders must be licensed or incorporated to do business in the State of Michigan.

17.2. Bidder shall possess all applicable licenses and/or certifications to perform this type of service.

18. VESTED INTEREST

18.1. Bidders chosen cannot receive any benefits (directly or indirectly) or be party to other agreements that may emanate from recommendations, contracting actions, and or activities related to this effort.

18.2. The only benefit Bidder may derive from this project is payment for the identified work and optional tasks contained herein, including identified deliverables in Bidder's initial RFP response.

19. WARRANTY

19.1. Bidder warrants that the work shall be performed with the degree of skill, care, and judgment customarily accepted as sound quality practice and procedure.

19.2. Bidder further warrants that the work fulfills the requirements and intent of the entire contractual agreement inclusive of Bidder's RFP response.

19.2.1. If work fails to meet the aforementioned criteria and/or is deemed to be inadequate in the judgment of SJI, Bidder shall re-perform the work or portion of the work that is unsatisfactory at no additional expense to SJI.

19.2.2. All electronics and equipment requested in this project may not be refurbished or used. The district reserves the right to reject refurbished or used equipment.

20. ASSIGNMENT

20.1. Any attempt by Bidder to assign or otherwise transfer any interest in this agreement without the prior written consent of SJI shall be void.

21. ATTORNEY'S FEES

21.1. The parties agree that in the event of a dispute, each party will bear its own costs of arbitration, litigation and attorney's fees.

22. COMPLIANCE WITH LAW

22.1. Bidder shall comply with all applicable federal, state and local statutes, regulations, ordinances and other legal requirements which may apply.

23. CONFIDENTIAL TREATMENT OF INFORMATION

23.1. Bidder shall preserve any information obtained, assembled or prepared in connection with the performance of this agreement in strict confidence.

24. COVENANT

24.1. Bidder covenants that it presently has no interest and that it will not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance of services required under this agreement. Further, Bidder covenants to its knowledge and ability that in performance of said services no person having any such interest shall be employed.

25. **DISPUTE RESOLUTION**

25.1. Any controversy or claim arising out of or related to the agreement or the breach thereof shall be settled by arbitration unless St. Joseph County ISD, at its sole option, rejects arbitration by notifying Bidder.

25.2. If St. Joseph County ISD reject arbitration, Bidder shall have thirty (30) days from the date of receipt of rejection to send notice to commence litigation by the service of a summons and complaint upon the St. Joseph County ISD District.

25.3. Failure to effect service upon the St. Joseph County ISD District within said time period shall act as a bar to litigation of the claim, which was the subject of the request for arbitration.

25.4. If the matter is arbitrated, St. Joseph County ISD shall designate whether the rules of the American Arbitration Association or the rules of the Michigan Arbitration Association shall apply. Michigan courts may enter judgment on such awards.

25.5. The parties agree that any arbitrator may not award attorney’s fees in any case.

25.6. Unless specifically stated herein, if there exists any conflict or inconsistency between terms set forth in this proposal, the successful Bidder’s response, and any agreement submitted by the successful Bidder, the language in this RFP shall take precedence.

26. **FORCE MAJEURE**

26.1. Neither party shall be liable for failure or delay in performance under any agreement anticipated by this order in whole or in part to an act of God, strike, lockout or other labor dispute, civil commotion, sabotage, fire, flood, explosion, acts of any government, unforeseen shortages or unavailability of fuel, power, transportation, raw materials or supplies, inability to obtain or delay in obtaining governmental approvals, permits, licenses or allocations, and any other causes which are not within such party’s reasonable control, whether or not the kind is specifically enumerated above. During any period of Bidder’s inability to perform, SJI may acquire from others said goods or services without incurring liability to Bidder.

27. **PATENT INDEMNITY**

27.1. Bidder agrees to indemnify and hold the SJI harmless from any claim, including court costs and actual attorney fees, involving patent infringement or copyrights on goods or services supplied.

28. PENALTIES / DEFAULT

28.1. In the event that the Bidder defaults on the contract entered into pursuant to this RFP, the SJI shall have the unilateral right, at its discretion, to terminate or cancel the contract entered into between the parties.

28.2. Additionally, if the bidder defaults on the contract entered into pursuant to this RFP, the SJI is entitled to recover any upfront or non-recurring charges paid to Bidder pursuant to any contract.

29. INDEMNITY

29.1. Bidder agrees to indemnify and hold harmless SJI, its officers, employees, agents, and volunteers from and against all liability, claims, demands, and expenses including court costs and actual attorney's fees on account of any injury, loss, or damage which arises out of the work performed under this agreement if such injury, loss, or damage is due to the negligence of Bidder, any Sub-Bidder of Bidder, or any officer, employee, or agent of Bidder.

29.2. The obligation of this section shall not apply to damages for which SJI is/shall become liable by final judgment to pay to a third party as the result of the negligence of SJI. Nothing herein shall constitute a waiver by SJI of any and all rights and privileges under any governmental immunity act or related statute.

30. INTELLECTUAL PROPERTY

30.1. SJI may request copies of the Bidder's drawings, written reports, or other works related to this project for the sole purpose of verifying that the Bidder is in compliance with the relevant specifications required in this RFP. The documents provided by the Bidder shall at all times remain the property of the Bidder.

31. NO THIRD-PARTY RIGHTS

31.1. Any contract entered into between the SJI and the Bidder shall be for the sole benefit of SJI and the Bidder.

32. NON-ENDORSEMENT

32.1. As a result of the selection of a Bidder to supply services, SJI is neither endorsing nor suggesting that the Bidder's service is the best or only solution. Bidder agrees to make no reference to SJI in any literature, promotional material, brochures, sales presentations, or the like, without the express written consent of St. Joseph County ISD.

33. RECORDS

33.1. Records shall be maintained as required by a successful Bidder in compliance with applicable municipal, federal or state laws, ordinances, codes, and as prescribed by SJI.

33.2. At any time during normal business hours when SJI deems it necessary, all records shall be made available to St. Joseph County educational agencies at a location in St. Joseph County, Michigan for examination with respect to all matters covered by any subsequent agreement.

33.3. Referenced educational agencies may audit, examine and/or take excerpts or transcripts from such records including, but not limited to, invoices, materials, payrolls, records of personnel, conditions of employment or any other data as may be pertinent to this RFP.

34. SEVERABILITY

34.1. If a competent court or arbitrator holds any of the terms, covenants, provisions and agreements contained herein invalid, illegal or unenforceable, this agreement shall be interpreted as if such invalid terms, covenants, provisions, or agreements were not contained herein and the remaining provisions shall be valid and enforceable.

35. EXPENSES

35.1. In the event that SJI agrees to pay for any of Bidder’s expenses directly related to this work, the following parameters shall apply:

35.1.1. No overhead and/or profit shall be permitted.

35.1.2. Bidders shall only receive reimbursement in amounts that are consistent with applicable travel guidelines established by SJI policy, regulations, and procedures for its own employees.

36. REJECTION OF PROPOSALS

36.1. SJI reserves the right to reject any and all proposals received, or any part thereof. Proposals may be rejected for any of, but not limited to, the following causes:

36.1.1. Proposal lacks signature by an authorized representative of the Bidder.

36.1.2. Evidence of collusion among Bidders exists.

36.1.3. Bidder fails to meet terms and conditions as specified in the RFP.

36.1.4. Evidence submitted by Bidder leads SJI to believe that Bidder will be unable to carry out the obligations of the agreement and complete the work described.

36.1.5. SJI investigation determines that Bidder is not qualified to meet the obligations of the agreement and complete work described.

36.1.6. Cost of services exceeds budgetary constraints.

36.1.7. Bidder lacks proper system certification.

36.1.8. Proposals with answers deemed by the District's evaluation committee to be incomplete will not be considered for an award.

37. REFERENCES

37.1. SJI reserves the right to investigate information supplied by Bidder to determine its accuracy.

37.2. Bidder supplied reference or customer list authorizes the SJI to contact firms listed and understand that any information gathered may be used in evaluation of the proposal.

38. PROPOSAL NEGOTIATIONS

38.1. SJI may open negotiations with responsive Bidders after submission of proposals and prior to award.

38.2. At its sole discretion the St. Joseph County ISD reserves the right to award an agreement without negotiation based upon written proposals.

38.3. The St. Joseph County ISD reserves the right to accept any proposal which it deems most favorable to the District and to reject any or all proposals or any portion of any proposal submitted which is not in the SJI district's best interest.

39. CONTRACT AWARD GUIDELINES

39.1. SJI reserves the right to waive any minor irregularities in proposals and/or agreements deemed to be in its best interest.

39.2. St. Joseph County ISD reserves the right to award an agreement on the basis of cost, individual scope of work elements, groups of elements or all elements to a winning Bidder. At SJI discretion, elements of the project could be assigned to multiple Bidders. Taking into consideration the specified evaluation criteria, SJI will select the Bidder/s whose proposal is most advantageous to the SJI.

39.3. All agreements are subject to approval by St. Joseph County ISD Board and may require approval of their legal counsel.

39.4. Once awarded, this contract will be the final expression of agreement between the parties and may not be altered, changed, or amended except by mutual written approval agreement.

39.5. Unless specifically stated herein, if there exists any conflict or inconsistency between terms set forth in this RFP document, the successful Bidder's proposal, and any agreement submitted by the successful Bidder, the language in this RFP document shall take precedence.

39.6. SJI reserves the right to hold proposals for a period of ninety (90) days from date of opening before awarding or rejecting said proposals.

40. RECOMMENDATION FOR AWARD POSTING

40.1. It is the responsibility of the interested Bidder to obtain the Recommendation for Award.

40.2. The Recommendation for Award is posted on the following websites: https://sjcisd.org/your-isd/bid-projectsrfps/ or www.sjcisd.org

40.3. Bidder may also obtain the Recommendation for Award by contacting SJI by calling 269-467-5315 or E-Mail request to rfp-response@sjcisd.org.

41. APPEAL BY UNSUCCESSFUL BIDDER

41.1. Any unsuccessful Bidder may appeal a pending Recommendation for Award.

41.2. Appellant must submit a written protest to the St. Joseph County ISD Superintendent no later than six (6) calendar days after Recommendation for Award is posted. The notice of protest must include a written statement setting forth with specificity the reasons the person filing the notice believes the applicable provisions of the law were violated.

41.3. Appellant may be required to post a bond with a good and solvent surety company authorized to do business in the State of Michigan or submit other security in a form approved by St. Joseph County ISD, which will hold the bond or other security until a determination is made on the appeal. Such a bond must be submitted with the written protest to the Superintendent.

41.4. The bond or other security shall be in the amount of twenty five percent (25%) of the total dollar value of Appellant's proposal, up to a maximum bond or other security amount of two hundred fifty thousand ($250,000).

41.5. If Appellant is not satisfied with the response, Appellant may then appeal to an appeals committee designated by the St. Joseph County ISD. If Appellant is not satisfied with the appeals committee's response, Appellant may then appeal to the Board of Education, who will render the final decision.

41.6. Appellant will not seek any type of judicial intervention until St. Joseph County ISD has rendered its final decision on the protest.

41.7. The St. Joseph County ISD is not liable for any costs, expenses, attorney's fees, loss of income or other damages sustained by Appellant in the proposal appeal process.

41.8. St. Joseph County ISD will stay any award action until after the Board of Education renders a final decision.

41.9. If an appeal is granted and a bond was required, the full amount of the posted bond will be returned to Appellant. If the appeal is denied or not upheld, a claim may be made against the bond for expenses suffered by St. Joseph County ISD because of the unsuccessful appeal.

42. **BID BOND**

42.1. Every RFP shall be accompanied by a surety company certified bid bond or cashier's check made payable to St. Joseph County ISD, 62445 Shimmel Rd. Centreville, MI 49032.

42.2. The amount of surety shall not be less than five percent (5 %) of the total RFP submitted. Said amount to be forfeited to St. Joseph County ISD should the Bidder, to whom the contract is awarded, fail to enter into the contract in accordance with the RFP.

42.3. Surety of the successful Bidder shall be retained by St. Joseph County ISD until replaced by a Performance Bond.

42.4. The successful Bidder will be required to secure Performance, Labor and Material bonds for all contracts at or exceeding $50,000, from a surety company having a rating of A- or better, for the full amount of the Contract.

43. **TERM OF AGREEMENT**

43.1. Upon receiving approval from the SJI Board of Education, it shall be the intention of the St. Joseph County ISD to award a contract for the project identified in the scope defined in **SECTION B: PROJECT REQUIREMENTS AND SPECIFICATIONS**.

43.2. All required design, implementation and construction must be completed before December 1st, 2027.

44. TIMELINE OF EVENTS

44.1. The following is the tentative schedule of events for the RFP submittal and selection process. SJI reserves the right to change the schedule at any time.

RFP EVENT	DATE
RFP Advertised	November 16th, 2026
MANDATORY Bidders' Conference / Walkthrough (Address)	November 30th, 2026, 11:00 AM - 1:00 PM
Responses to Questions Posted as "Addendum" (if any)	TBD (if applicable)
Proposals DUE @ 62445 Shimmel Rd., Centreville, MI 49032	January 13th, 2027 @ 12:50PM
Bid Opening @ 62445 Shimmel Rd., Centreville, MI 49032	January 13th, 2027 @ 1:00 PM
Finalist Interviews / Presentations (if applicable)	TBD (if applicable)
Board Approval	Spring 2027
Bid Awards	TBD
Project Completion Date	December 1st, 2027
Start of Owner Certification and Approval	Upon Completion

SECTION B: PROJECT REQUIREMENTS AND SPECIFICATIONS

45. ENVIRONMENT

The proposed solution shall encompass multiple school districts in St. Joseph County, MI. Those school districts include Burr Oak Community Schools, Centreville Public Schools, Constantine Public Schools, Mendon Community Schools, Nottawa Community School, St. Joseph County ISD, Sturgis Public Schools, Three Rivers Community Schools, and White Pigeon Community Schools. These school districts shall be referred to as SJC within this document.

The proposal shall take into consideration existing hardware, including surveillance cameras, door access control hardware, entrance intercoms and master stations, local video recording servers, centralized video archiving server, visitor management, vape sensors, phone systems, and paging systems. More information on the existing environment shall be provided in the **Mandatory Bidder's Conference**.

The proposal shall take into consideration existing district physical security policy and emergency procedures.

Work shall be completed in coordination with district schedules and district administrative directive in an effort to minimize disruption during school in-session hours.

46. SCOPE OF WORK

46.1. Approved vendors shall provide, install, configure and warranty Physical Security Systems at SJC.

46.2. **Owner Responsibilities**

46.2.1. Owner shall be defined as St. Joseph County ISD or the operating district.

46.2.2. Owner shall provide all necessary IP addresses.

46.2.3. Owner shall provide a username and password to be used for each Physical Security System and device.

46.2.4. Owner shall configure all potential PoE data drops for proper VLAN assignment and work with Vendor on any operational issues.

46.2.5. Owner shall specify Physical Security Systems configuration responsibility below under **Configuration**.

46.2.6. Owner shall provide building maps.

46.2.7. Owner shall provide information on existing hardware and systems.

46.3. **Vendor Responsibilities**

46.3.1. Vendor shall be defined as the selected bid applicant.

46.3.2. Vendor shall provide and install all Physical Security Systems and associated materials necessary for a functional system, and in the agreed upon locations.

46.3.3. Vendor shall adhere to all **STANDARDS** listed under the Project Requirements section of this RFP.

46.3.4. Vendor shall communicate with the Owner’s project manager on a weekly basis at minimum.

46.3.5. Vendor shall verify and demonstrate to the District that all hardware, software, cabling and all other system components are functioning according to RFP specifications.

46.4. **Specified System Requirements**

46.4.1. Proposal shall include or address any native features, and/or partner integrations that encompass the following categories:

46.4.1.1. Surveillance cameras

46.4.1.2. Door Access Control Hardware

46.4.1.3. Door intercoms and Master Stations

46.4.1.4. Surveillance recording management

46.4.1.5. Surveillance archiving management

46.4.1.6. Visitor management

46.4.1.7. Environmental sensors

46.4.1.8. Paging and emergency alert systems

46.4.1.9. Phone systems

46.4.1.10. Cloud-based archiving

46.4.1.11. Site Segmentation for appropriate user permission levels

46.4.1.12. Application interfaces including Windows, web, and mobile

46.4.1.13. Alerting including Email, SMS, and Push Notifications

46.4.1.14. Reporting: Specify required report types, such as audit trails, Door Forced Open (DFO) / Door Held Open (DHO) events, muster/occupancy reports, video audit logs, and system health status.

46.4.1.15. Retention requirements, watermark verification for chain-of-custody, and batch export formats.

46.4.1.16. Analytic and AI event recording

46.4.1.17. AI search capability

46.4.1.18. Redaction and/or blurring of security camera footage

46.4.1.19. Building maps: interactive 2D/3D vector maps with dynamic icon overlays (real-time camera views, door status indicators, alarm locations)

46.4.1.20. Building lock down: Global vs. zonal lockdown, physical panic buttons vs. mobile app triggers, first-responder override capability, and integration with local emergency notification systems.

46.4.1.21. Active Directory Integration: Specify whether this requires traditional on-premises Active Directory/LDAP, cloud identity providers (Microsoft Entra ID/Azure AD, Okta), or automated user provisioning via SCIM and Single Sign-On (SSO/SAML 2.0).

46.4.2. Proposed implementation shall include, but is not limited to:

Integration of existing hardware is preferred, but if the proposed solution requires replacements, those should be specified. SJC environmental details shall be specified at the **Mandatory Bidder's Conference**.

46.4.2.1. Integration or replacement plan for all specified security cameras

46.4.2.2. Integration or replacement plan for all specified access control panels, card readers, and emergency lockdown buttons

46.4.2.3. Integration or replacement plan for all specified entrance intercom and master stations

46.4.2.4. Integration or replacement plan for all specified recording and archiving servers

46.4.2.5. Integration or replacement plan for all specified visitor management systems

46.4.2.6. Integration or replacement plan for all specified vape sensors

46.4.2.7. Integration or replacement plan for all specified paging and emergency alert systems

46.4.2.8. Integration or replacement plan for all specified phone systems

46.4.2.9. Integration or replacement plan for all specified building maps

46.4.2.10. Integration with Microsoft Active Directory for all specified users and cardholders

46.4.3. Proposed support options shall include, but not limited to:

46.4.3.1. IT staff and end-user training

46.4.3.2. SLAs (Service Level Agreements) for ongoing vendor and manufacturer support options over a period of 1, 3, 5, and 10 years

46.4.3.3. Regular maintenance and upgrade support

46.4.3.4. Ability to work directly with the manufacturer without having to communicate through a vendor for all support inquiries

46.5. **Licensing**

46.5.1. A comprehensive breakdown of licensing costs shall be included for all proposed hardware and software features, including any applicable 3rd party integration costs.

46.5.2. Licensing cost breakdown shall clearly include all one-time and on-going license costs over a variety of timelines, such as annual, 3 year, 5 year, and 10 year options, as well as any additional SAAS costs.

47. STANDARDS & COMPATIBILITY

47.1.1. Ethernet Standards

47.1.1.1. Cabling

47.1.1.1.1. Cable shall be Commscope or General, Plenum-rated Category 6a solid core wire.

47.1.1.1.2. Riser-rated Category 6a shall be used per the specification of the SJI or its designee.

47.1.1.1.3. Color to be determined by installer, provided it is NOT RED (reserved for Fire and Security systems). Wire color does NOT need to match jack and patch cable color.

47.1.1.1.4. Cabling shall never reticulate over sharp edges without appropriate protection and must follow proper bend radius per the manufacturer.

47.1.1.1.5. Cabling shall be dressed in a manner that allows unrestricted equipment installation through the rack and does not restrict side air flow of equipment.

47.1.1.1.6. Cabling shall be dressed in a manner that allows unrestricted movement of the wall-mount rack without pinching the cable bundle.

47.1.1.1.7. Cabling installed to rack patch panels shall have sufficient slack

to facilitate potential future relocation of that panel up or down by 4U and re-termination a minimum of two (2) times.

47.1.1.1.8. Cabling installed to Physical Security Systems shall have 25 feet of slack coiled in the ceiling nearest to the termination point.

47.1.1.1.9. Cable support brackets may be required to support slack.

47.1.1.1.10. Cables shall NOT be attached to equipment mounting rail of any rack.

47.1.1.1.11. Excess UTP cable shall NOT be coiled at bottom of racks or cabinets.

47.1.1.1.12. J-Hook cable supports shall be suitable for use in ceiling space.

47.1.1.1.13. Cable support shall maintain horizontal and vertical 1” bend radius.

47.1.1.1.14. Cable shall be supported every five (5) feet.

47.1.1.1.15. Fill shall not exceed 75%.

47.1.1.1.16. Velcro shall be used to secure J-Hook. “Ty-Wraps or Zip Ties” shall NOT be acceptable except during installation.

47.1.1.2. Terminations

47.1.1.2.1. Both ends shall be terminated with new CAT 6a minicom/modular jacks.

47.1.1.2.2. All network jacks shall be Panduit CAT 6a Modular/Minicom.

47.1.1.2.3. Jack Color shall be provided in the Map key of the building drawing.

47.1.1.2.4. All pairs shall remain twisted up to the insulation displacement connection.

47.1.1.2.5. No unjacketed pairs shall be visible at termination. (must be inside modular jack)

47.1.1.2.6. Installation shall be per drawings.

47.1.1.2.7. All UTP cables shall be terminated as T568B-TSB.

47.1.1.2.8. Jack and patch cable colors shall be found in the provided building map.

47.1.1.2.9. Terminations on the device side of the cable shall be enclosed in a wall or surface mount or according to the owner’s directive.

47.1.1.2.10. Terminations on the data closet side of the cable shall be in the

appropriate patch panel configuration. **SEE SECTION 47.1.1.3 PATCH PANELS**

47.1.1.3. Patch Panels

47.1.1.3.1. 19” Rackmount Straight Panduit Modular/Minicom Patch Panels (NOT angled).

47.1.1.3.2. 24 port or 48 port panels shall be supplied as needed. Do NOT use 2x 24 port panels for a 48 port requirement, in addition, 96 port panels may NOT be used.

47.1.1.3.3. Data Closet connections shall be grouped by jack color unless otherwise directed by SJI or its designee.

47.1.1.3.4. The mixing of colors in the same patch panel row shall not be allowed unless specified by the owner.

47.1.1.3.5. Any unused openings shall be filled with blank fillers.

47.1.1.4. Identification and Labeling

47.1.1.4.1. Labeling shall clearly identify all components of the system including cabinets, cables, panels and outlets.

47.1.1.4.2. The labeling system shall designate a unique identifier for the cable within the system.

47.1.1.4.3. Racks and patch panels shall be labeled to identify the location within the cable system infrastructure.

47.1.1.4.4. Rack Example 1: **HS-MDF** (High School MDF)

47.1.1.4.5. Rack Example 2: **MS-IDFC** (Middle School IDF-C)

47.1.1.4.6. Patch Panel Example 1: **Panel 3** (third panel down from top of rack)

47.1.1.4.7. All label printing shall be machine generated. No hand-written labels shall be allowed.

47.1.1.4.8. All cabling must be labeled within 6 inches of its origin and termination point.

47.1.1.4.9. Jack and cable label format shall be as follows:

47.1.1.4.10. 1- Closet Identification (A, B, C, M)

47.1.1.4.11. 2 - Rack Number

47.1.1.4.12. 3 - Patch Panel Number

47.1.1.4.13. 4 - Patch Panel Position

47.1.1.4.14. Example 1: **M-02-04-23** (MDF, Rack #2, Patch panel #4, Jack #23)

47.1.1.4.15. Example 2: **B-01-03-47** (IDF-B, Rack #1, Patch Panel #3, Jack #47)

47.1.1.4.16. Example 3: **E-01-02-09** (IDF-E, Rack #1, Patch Panel #2, Jack #9)

47.1.1.4.17. All labeling information shall be recorded on the As-Built drawings.

47.1.1.4.18. All test results documents shall reflect the appropriate labeling scheme.

47.1.1.5. Wall Penetrations

47.1.1.5.1. Fire-Rated penetrations shall meet all local and state codes. Sleeves shall maintain integrity of the structure and shall be sealed and firestopped with appropriately rated removable materials.

47.1.1.5.2. Non-Fire Rated penetrations shall be sealed with appropriate removable sealant.

47.1.1.5.3. All internal penetrations shall be EMT sleeves with protective edge

47.1.1.5.4. EMT Sleeves shall maintain fill ratios of no greater than sixty (60) percent.

47.1.1.5.5. Foam Sealant shall not be used in conduit fill locations.

47.1.1.6. Consumables

47.1.1.6.1. Installer shall provide all consumables (J-hooks, Trapezes, Innerduct, Velcro Cable Ties, Grid Wire, Cable Ties, Ceiling Screws, Cables Saddles, Electrical Tape, Label maker Tape,) and any other not specifically mentioned but, necessary for the acceptable completion and delivery of the project.

47.1.1.6.2. **Note that cable ties (ty-wraps, zip ties, etc.) are permitted during installation, but MUST be replaced with velcro-style cable ties prior to project certification.**

47.1.1.7. Demolition / Preservation

47.1.1.7.1. Owner shall remove and store existing network electronics and associated equipment as needed.

47.1.1.7.2. Copper Cable Preservation

47.1.1.7.3. With guidance from the Owner, Installer shall identify, protect and preserve all existing Copper Wiring in existing data closets. (this shall be reinstalled at end of project - IF APPLICABLE)

47.1.1.7.4. Optical Cable Preservation

47.1.1.7.5. With guidance from the Owner, Installer shall identify, protect and preserve all existing Optical Cable in existing data closets. (this shall be reinstalled at end of project - IF APPLICABLE)

47.1.1.7.6. Infrastructure Demolition

47.1.1.7.7. Installer shall identify and tag with Owner all cabling to be demolished.

47.1.1.7.8. Installer shall remove all old or abandoned cabling, optical cables, existing faceplates, surface raceway (not being reused) and any other materials required for a successful completion of this project. (This ONLY if required by the Scope of Work).

47.1.1.7.9. Demolished materials shall be removed from the premises and recycled or discarded in a proper manner.

47.1.1.7.10. Ceiling Preservation

47.1.1.7.11. Bidder shall preserve all existing ceiling tiles.

47.1.1.7.12. Pads cracked, chipped, smudged, or otherwise damaged shall be replaced and re-installed at installer’s expense in coordination with the Owner.

47.1.1.7.13. All ceiling tiles moved or removed as needed for installation shall be reset by the installer.

47.1.1.7.14. Wall Preservation

47.1.1.7.15. Installer shall coordinate with Owner regarding raceway that shall be removed.

47.1.1.7.16. Filling and Painting of wall spaces due to raceway removal not coordinated with Owner shall be at the expense of the Installer.

47.1.1.8. Testing and acceptance

47.1.1.8.1. All optical and copper cables and termination hardware shall be 100% tested for defects in installation and function.

47.1.1.8.2. All optical and copper cables shall be 100% tested to verify cabling system performance under installed conditions according to the requirements of ANSI/TIA/EIA-568-B.

47.1.1.8.3. All strands/pairs of each installed cable shall be verified prior to system acceptance.

47.1.1.8.4. Testing schedule shall be provided to owner in advance of start of testing, should they wish to be present during testing.

47.1.1.8.5. Any defect in the cabling system installation including, but not limited to cable, connectors and patch panels shall be replaced in order to ensure 100% useable conductors in all cables installed.

47.1.1.8.6. All cables shall be tested in accordance with this document, the aforementioned ANSI/TIA/EIA standards and best industry practice.

47.1.1.8.7. Customer reserves the right to have independent testing of some or all cables prior to acceptance.

47.1.1.8.8. If any of these are in conflict, the contractor shall bring those discrepancies to the attention of the customer and the project team for clarification and resolution.

48. SYSTEM WARRANTY

48.1.1. Vendor shall warrant all materials and equipment furnished under the contract are in good working order, free from defects and in conformance with system specifications. All installed equipment must conform to the manufacturer’s official published specifications.

48.1.2. Vendor shall detail what is included and defined if provided by manufacturer or by Vendor in the standard warranty for each item proposed.

48.1.3. Vendor shall warrant Physical Security Systems for a minimum of one (1) year.

48.1.4. Vendor shall provide telephone support and on-site support for warranty issues (as required).

48.1.5. Vendor shall provide warranty coverage hours and days.

48.1.6. Vendor shall specify emergency warranty response service with a guaranteed response time for crisis events.

48.1.7. Vendor shall specify equipment replacement procedures and schedules (onsite and depot parts repair and replacement).

48.1.8. Vendor may suggest optional maintenance service plans for consideration after the warranty period expires.

49. BILLING AND PAYMENT

49.1.1. Billing (progress) may be submitted monthly for services rendered.

49.1.2. Total payments shall not exceed ninety (90) percent of the total Project Cost and ten (10) percent of the total Project Cost shall be retained.

49.1.3. Monthly billing shall reflect the 10% retained.

49.1.4. The ten (10) percent retainage shall be payable within thirty (30) days of receipt of all documentation and the final acceptance of the completed system by the Owner.

49.1.5. Invoicing shall be coordinated with each participating district and that district will be solely responsible for their own costs. Shared costs will be responsible by the St. Joseph County ISD as the fiscal agency for consortium districts.

50. CLOSEOUT DOCUMENTS / DOCUMENTATION

Vendor shall provide the following:

50.1.1. A copy of manufacturer's warranties for all system components including cabling.

50.1.2. Operation manuals and specification sheets for all hardware and cabling.

50.1.3. Operation manuals and training materials for all software.

50.1.4. One (1) copy of test results for installed UTP Ethernet cabling (if applicable).

50.1.5. Two (2) copies of As-Builts in hard copy.

50.1.6. One (1) electronic copy of As-Builts in AutoCad or Visio format.

50.1.7. One (1) electronic copy of As-Builts in PDF format.

50.1.8. As-Built Documentation shall include:

50.1.8.1. Building drawings showing the location of all installed hardware components.

50.1.8.2. Cabling documentation showing cables associated with hardware installed.

51. SUBMITTAL FORMAT

Response shall be organized in the following format:

51.1. **Cover sheet** including:

51.1.1. Document Name

51.1.2. Document Number

51.1.3. Bidding Organization

51.2. **Transmittal letter** on Bidder's letterhead including:

51.2.1. Bidder's full name

51.2.2. Address of Bidder

51.2.3. Telephone number

51.2.4. E-Mail Address

51.2.5. Bidder's legal status (sole proprietor, partnership, corporation or other)

51.2.6. Identification as a Local, Regional or National company

51.2.7. Description and History of the Bidder's Organization

51.3. **Table Of Contents** - **Attachment A**

51.3.1. This form shall be used as a guideline for response assembly and verification of all required bid material.

51.3.2. If the order of contents in Attachment A cannot match completely, please provide an additional table of contents for clarity.

51.4. **Reference Form** - **Attachment B**

51.4.1.1. List K-12 Educational organizations first.

51.5. **Signed Public Disclosure Form** - **Attachment C** (REQUIRED for Bid Acceptance)

51.6. **Contacts / Exceptions / Proposal Signature Form** - **Attachment D**

51.7. **Familial Disclosure Affidavit** - **Attachment E**

51.7.1. Bids shall be accompanied by a sworn and notarized statement disclosing any familial relationship that exists between the owner or any employee of the bidder and any member of the Board or the Superintendent of the District. The Board shall not accept a bid that does not include this sworn and notarized disclosure statement.

51.8. **Iran Economic Sanctions Act Form** - **Attachment F** (REQUIRED for Bid Acceptance)

51.9. **Bid Bond**

51.9.1. Include the surety bond issued for the project (**Section 42**)

51.10. **Certificate of Insurance**

51.10.1. Include Certificate of Insurance for the project (**Section 12**)

51.11. **Experience**

51.11.1. Discuss Bidder’s Experience with requested services and products.

51.11.2. Discuss Bidder’s Experience working with K-12 Educational organizations.

51.11.3. Bidder shall list their applicable licenses and certifications pertaining to this project.

51.12. **Personnel**

51.12.1.1. Identify Bidder’s Personnel and their experience and certifications.

51.12.1.2. Do you have background checks for your Employees?

51.12.1.3. Do you have any Employees restricted from K-12 student contact?

51.12.1.4. Do you have Employees that live or pay taxes in St. Joseph County, MI?

51.13. **Contractor and Subcontractor Listing**

51.13.1. Submit the names, addresses, phone numbers, and applicable licenses of all firms that will provide services in conjunction with the performance of this agreement.

51.14. **Project Approach**

51.14.1. Describe the approach to be taken including, but not limited to, how the project will be organized, number and types of staff involved.

51.15. **Proposed Scheduling**

51.15.1. Provide a schedule of events that clearly indicates the time sequence for tasks that are required to perform major components of the scope of work.

51.16. **Detailed Materials and Costs Listing**

51.16.1. Schedule of fees applicable to this effort to achieve the desired results.

51.16.2. Itemize materials and costs as defined in the scope of work.

51.16.3. Itemize costs as related to significant events that are identified in the Bidder’s schedule and indicate a grand total.

51.16.4. Any proposed material or equipment is to be included F.O.B. destination and freight shall be included in the price of the item(s).

51.16.5. Rate chart applicable for potential expansion of scope of work.

51.16.6. If travel is required, non-local firms shall indicate estimated travel expenses applicable to this effort. Bidders shall indicate if any travel will be required.

51.16.7. Bidder shall provide an hourly rate for future unidentified criteria, support services and consulting services when requested.

51.16.8. Define unit of measure, if applicable.

51.17. **Signed Copy of Addendums**

51.17.1. Provide a copy of all issued addendums with signature of receipt to indicate compliance.

51.18. **Proposed Agreement** (Optional)

51.18.1. Provide a copy of any proposed agreement form.

51.18.2. SJI cannot accept any agreement that includes a specific cancellation clause that is in conflict with **Section 9.0 TERMINATION OF CONTRACT**.

51.18.3. Unless otherwise identified as such, SJI's contract / RFP language takes precedence in all cases.

51.19. **Miscellaneous Vendor Documentation** - (Optional)

51.19.1. This may include any information about the proposed project including but not limited to:

51.19.2. Product Information

51.19.3. Vendor Information in addition to what was requested

51.19.4. Detailed and annotated copy of the RFP

SECTION C: ATTACHMENTS, FORMS, AND DRAWINGS

ATTACHMENT A - TABLE OF CONTENTS

(ENTER PAGE NUMBER FOR EACH)

Cover Letter	
Transmittal Letter	
Table Of Contents (ATTACHMENT A)	
Reference Form (ATTACHMENT B)	
Public Disclosure Form (ATTACHMENT C)	
Contact Person Form/Proposal Signature (ATTACHMENT D)	
Familial Disclosure Affidavit (ATTACHMENT E)	
Iran Sanctions Form (ATTACHMENT F)	
Bid Bond	
Certificate of Insurance	
Experience	
Personnel	
Contractor / Subcontractor Listing	
Project Approach	
Proposed Schedule	
Detailed Materials & Costs Listing	
Signed Copy of Addendum(s)	
Proposed Agreement (Optional)	
Miscellaneous Vendor Documentation (Optional)	

ATTACHMENT B - REFERENCES

Company Name	
Contact Person	
Address	
Phone	
Fax Number	
Email / website	
Description of service provided	

Company Name	
Contact Person	
Address	
Phone	
Fax Number	
Email / website	
Description of service provided	

Company Name	
Contact Person	
Address	
Phone	
Fax Number	
Email / website	
Description of service provided	

ATTACHMENT C - PUBLIC DISCLOSURE

Firm Name:_____

I hereby certify that I understand:

- SJI employees shall not receive unlawful compensation, commission or personal profit in the course of performing SJI duties.
- SJI positions may not be used for unlawful purposes or personal gain.
- I further certify that I have listed all personal relationships and financial interests between the company, company officers, and key employees with current and former St. Joseph County ISD District board or staff members and current and former St. Joseph County ISD District authorizing officials. Please complete the form below. Additional sheets may be attached if necessary. Write in N/A if non-applicable.

Company/Employee	Position	Date of Hire	District Official / Board Member	Relationship / Interest

I hereby acknowledge that failure to disclose all facts relative to a conflict or potential conflict of interest with regard to my contract/agreement with SJI may result in termination of said contract/agreement.

Signature: _____
Authorized Firm Representative

Title: _____ Date: _____

ATTACHMENT D - CONTACT INFORMATION

Firm Name: _____

Contract Point-of-Contact Name: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Phone: _____ Fax: _____

E-Mail: _____

EXCEPTIONS TO THE TERMS, CONDITIONS AND SPECIFICATIONS

Exceptions to the Terms, Conditions and Specifications of this RFP must be noted in the space provided. Failure to note said exceptions shall be interpreted to convey that Bidder shall propose to perform in the manner described and/or specified. If more space is required, please attach additional sheet(s) referencing RFP title and number. This form must be signed whether or not there are exceptions noted.

_____

_____

PROPOSAL SIGNATURE

By signing this Proposal, I acknowledge the following:

- I am an authorized agent for Bidder.
- Bidder has read, understands and agrees to the terms and conditions in this RFP and accompanying documents.
- Bidder intends to supply the materials and/or services specified herein.
- Bidder shall provide, execute, and maintain insurance policies as specified herein.
- Bidder shall comply with all federal, state, city, local, county, St. Joseph County ISD statutes, other regulations and requirements.

_____ _____

Authorized Signature Print Name

_____ _____

Title Date

ATTACHMENT E - FAMILIAL DISCLOSURE AFFIDAVIT

The undersigned, the owner or authorized officer of _____ (the "Respondent"), pursuant to the familial disclosure requirements provided in the St. Joseph County ISD District (the "School District") Request for Proposals, hereby represents and warrants that, except as provided below, no familial relationships exist between the owner or any employee of the Respondent, and any member of the Board of Education of the School District or the Superintendent of the School District or Districts within the purview of the St. Joseph County ISD.

List any Familial Relationships:

RESPONDENT:

_____

By: _____

Its: _____

STATE OF MICHIGAN)
) ss.
COUNTY OF _____)

This instrument was acknowledged before me on the _____day of _____2022, by

_____.

_____
, Notary Public

_____ County, Michigan

My Commission Expires: _____

Acting in the County of: _____

ATTACHMENT F - IRAN ECONOMIC SANCTIONS ACT FORM

AFFIDAVIT OF COMPLIANCE – IRAN ECONOMIC SANCTIONS ACT
Michigan Public Act No. 517 of 2012

The undersigned, the owner or authorized officer of _____ (the "Respondent"), pursuant to the compliance certification requirements provided in the SJC Schools Wide Area Network hereby certifies, represents and warrants that the Respondent (including its officers, directors and employees) is not an "Iran Linked Business" within the meaning of the Iran Economic Sanctions Act, Michigan Public Act No. 517 of 2012 (the "Act"), and that in the event that the Respondent is awarded a Contract as a result of the aforementioned RFP, the Respondent will not become an "Iran Linked Business" at any time during the course of performing under the Contract.

The Respondent further acknowledges that any person who is found to have submitted a false certification is responsible for a civil penalty of not more than $250,000.00 or 2 times the amount of the Contract or proposed Contract for which the false certification was made, whichever is greater, and the cost of the Applicant's investigation, and reasonable attorney fees. Moreover, any person who submitted a false certification shall be ineligible to bid on any of the Applicants RFP for three (3) years from the date it is determined that the person has submitted the false certification.

RESPONDENT:

Name of Respondent _____

By: _____ Its:_____ Date: _____

STATE OF)
)ss.
COUNTY OF _____)

This instrument was acknowledged before me on the _____ day of _____, 2022,
by _____.

_____, Notary Public

_____ County, _____

My Commission Expires:_____

Acting in the County of :_____

SJI ENVIRONMENTAL SPECIFICATIONS

This section has been removed per Homeland Security Recommendations.

SJC environmental specifications, such as makes and models of existing systems, shall be made available at the Mandatory Bidder's Conference / Walkthrough if applicable. A Representative shall be present due to the complexity of the project requirements.

If building drawings were handed out during the Bidder's Conference / Walkthrough, attendees will receive a digital copy of the building drawings once the walkthrough is completed.