

**Williams Unified School District**  
**Scope of Project**  
**VALCOM VE-IP6K IP Intercom**

**1. SUMMARY AND BACKGROUND**

Williams Unified School District located in Williams, California is currently accepting proposals for the supply, installation and training of a Valcom VE-IP6K IP Intercom. Located at Williams High School, 222 11th St. Williams, Ca. 95987. Located at Upper Elementary School, 300 11th St. Williams, Ca. 95987. Located at Elementary School 1404 E St. Williams, Ca. 95987

This project is a Public Works project and is subject to the Department of Industrial Relations (DIR) guidelines.

**2. PROPOSAL GUIDELINES:**

This invitation represents the requirements for an open and competitive process. Proposals will be accepted until February 8, 2024 11:00 am (Pacific Time). Any proposals received after this date and time will be returned to the sender. All proposals must be signed by an official agent or representative of the company submitting the proposal.

All costs must be itemized to include an explanation of all fees and costs.

Contract terms and conditions will be negotiated upon selection of the winning bidder. All contractual terms and conditions will be subject to review by the Williams Unified School District Board of Trustees and will include scope of work, schedule and other necessary items pertaining to the project.

Should there be a need to work in student-accessed areas during the project, while students are on campus. The contractor and any crew members will need to pass a DOJ fingerprint scan and background check at the contractor's cost before the work can resume.

**3. PROJECT PURPOSE AND DESCRIPTION:**

The purpose of this project is the installation and training of the Valcom VE-IP6K IP Intercom.

**4. PROJECT SCOPE:**

**4.1 WILLIAMS JR/SR HIGH SCHOOL**

- Supply and install new Valcom VE-IP6K server
- Supply and install 38 VL520-F IP Speaker with text (included data drops as required)

- Supply and Install 8 Valcom speaker-with-text wireguard (V-WGVL550-2)
- Supply and install 8 VL550-F IP speaker with Text and Flashers
- Supply and install new IP FXO gateway for connection to phone system
- Training as required (8 hours of training and 8 hours of future training)
- Programing of system (WUSD IT department support)
- Connection to the phone system for phone paging
- Provide POE + injectors for the switch

#### **4.2 WILLIAMS UPPER ELEMENTARY SCHOOL**

- Supply and install new Valcom VE-IP6K server
- Supply and install 43 VL520-F IP Speaker with text (included data drops as required)
- Supply and install new IP FXO gateway for connection to phone system
- Training as required (8 hours of training and 8 hours of future training)
- Programing of system (WUSD IT department support)
- Connection to the phone system for phone paging
- Provide POE+ injectors for switch
- Supply and install 1 VL550-F IP speaker with Text and Flashers

#### **4.3 WILLIAMS ELEMENTARY SCHOOL**

- Supply and install new Valcom VE-IP6K server
- Supply and install 33 VL520-F IP Speaker with text (included data drops as required)
- Supply and install new IP FXO gateway for connection to phone system.
- Training as required (8 hours of training and 8 hours of future training)
- Programing of system (WUSD IT department support)
- Connection to the phone system for phone paging
- Provide POE + injectors for switch
- Supply and Install 4 Valcom speaker-with-text wireguard (V-WGVL550-2)
- Supply and install 4 VL550-F IP speaker with Text and Flashers

#### **5. REQUEST FOR PROPOSAL AND PROJECT TIMELINE:**

Site walk through will be Thursday January 25, 2024 at 10:00 am at Williams Unified School District Office, 260 11th St. Williams, Ca. 95987.

You can start submitting bids on February 1, 2024 at 11:00 am in the District Office, 260 11th St. Williams, Ca. 95987. If additional information or discussions are needed with any bidder(s), the bidder(s) will be notified.

All proposals in response to this invitation to bid are due no later than February 8, 2024 at 11:00 am.

The selection decision for the winning bidder will be made no later than February 15, 2024 and will be presented at the March 14, 2024 Williams Board of Trustees meeting for final approval.

Contract negotiations will begin upon notification of the winning bidder and will be completed by March 21, 2024.

Notifications to bidders who were not selected will be completed by March 22, 2024.

Installation can begin on June 3, 2024 depending on supply and logistics.

Must carry California minimum Vehicle Insurance when entering and/or operating on Williams Unified School District property.

**6. BIDDER QUALIFICATIONS:**

Bidders should provide the following items as part of their proposal for consideration:

- Copy of current Department of Industrial Relations (DIR) registration
- Current valid contractor license number corresponding to work provided

**7. PROPOSAL EVALUATION CRITERIA:**

Williams Unified School District will evaluate all proposals based on the following criteria:

- Budget parameters
- Timeline for completion
- Documentation for Licensing, Industrial Insurance and Vehicle Insurance
- **Each bidder must submit their proposal to the address below by February 8, 2024**

**Williams Unified School District  
260 11th St.  
Williams, Ca. 95987  
(530)473-2550 Office / (530)473-5894 fax  
Attn: Keith Fulcher**