

Request for Proposals  
Security System(s)  
Eagle Town and Village Hall

Proposals Due No Later Than 12:00 P.M. 07/13/2021

**Synopsis:**

The Town and Village of Eagle, Waukesha County, Wisconsin will be accepting proposals for a joint security system for the Eagle Town and Village Hall, 820 East Main Street, Eagle, WI 53119.

**Definitions:**

**Best-Value Contracting:** This allows the Client to consider other factors in addition to price in the award and execution of construction contracts.

**Building Code:** The Building Code of the Village of Eagle, Wisconsin

**Client:** The Town and Village of Eagle, Government Taxing Entities located in Waukesha County, Wisconsin.

**Construction Warrantee:** A written guarantee issued to the Client by the Vendor that describes the labor, installation costs, and related expenses that would be covered should a described piece of equipment or supporting installation element would fail while it is under the equipment warrantee period.

**Debarred Contractors:** Are contractors prevented from doing business with the United States of America, the State of Wisconsin or who are listed by the Wisconsin Department of Revenue as being delinquent taxpayers (including any officers, owners, or listed agents of the Contractor) or who have had their seller's permit revoked in the State of Wisconsin.

**Documentation:** Brochures, guides, technical specifications, and other documents that describe and illustrate the proposed equipment and supplies to be provided by the Vendor.

**Design Drawings:** Charts, maps, plans, schematics, sketches, and other graphic images that illustrate the placement and location of the proposed work.

**Indemnification:** Vendor agrees to indemnify and hold harmless the Client from all claims, damages, and expenses including attorney or arbitration fees, arising out of the performance of the work described herein, which claim, damages and expenses are attributable to the acts or omission in whole, or in part of the consulting engineer, their employees, or invitees.

**Insurance Requirements:** The Vendor Shall obtain and maintain a general commercial liability insurance policy with a minimum combined single liability limit of \$1,000,000.00 US and provide the Client with a certificate of insurance evidencing the existence of the

same upon award of contract. The Vendor shall obtain and maintain workers compensation insurance as required by the State of Wisconsin.

**Vendor:** The supplier of equipment, parts and services who provides service to and installs the security system.

**Warranty:** A written guarantee issued to the Client and/or equipment supplier or manufacturer to the Vendor that describes the equipment involved in the installation and a description of the period of time the equipment will be replaced if it fails or is found otherwise defective and will be replaced at no cost to the Client.

**Request for Proposals:**

The Client will receive proposals for a security system(s) to be installed at the Town and Village of Eagle Hall, located at 820 East Main Street, Eagle, WI 53119, by mail, courier or in person delivery in a sealed envelope or packaging marked, **SECURITY SYSTEM PROPOSAL** no later than 12:00 P.M..CDT, on July 13, 2021 at either the Town or Village of Eagle Clerk's Office.

Proposals will be reviewed at the Municipal Building Committee meeting to be held at the Eagle Fire and EMS Station, 126 East Main Street, Eagle, WI 53119 at 7:00 P.M. on July 13, 2021. The Client reserves the right to reject all proposals and selection will be based on Best Value Contracting procedures.

Vendors will provide complete documentation on their proposals for the equipment offered in addition to a design drawing showing the approximate placement of all key components of the proposal.

Vendors under debarment will be excluded from the selection process.

The Vendor will provide details on any product or equipment warranties provided as well as any construction warranty information that would cover the costs of installation, parts, services, disposal costs and other associated expenses involved in the repair and / or replace of warranted equipment as part of their package submission.

The Vendor will obtain any required building permits that are required for the work or systems performed and will comply with all applicable building codes.

Upon selection, the Vendor will be required to provide proof of insurance in compliance with the insurance requirements specified herein.

The Vendor may accept or reject any individual elements of any proposal without penalty.

As part of any contracts, purchase orders, or other authorizing documents issued by the Client the Vendor will provide the required indemnification to the Client.

All proposals will be reported and included on the form found in Attachment "A".

The Town and Village of Eagle are exempt from sales tax.

## **System Requirements:**

At a minimum, the Vendors will supply and install:

### **Municipal Building Camera Security System**

- a) 1 – 8 Channel Network Video Recorder (NVR) with 4 TB storage
- b) 8 – 4 MP Color Cameras with IR and adjustable mounting systems
- c) 1 – Software Package to operate above to include any upgrade costs for a 3-year period
- d) Labor, cable and associated parts and materials for installation of above in accordance with best standard practices and building codes for the Village of Eagle.
- e) Any required power supplies to operate above.

### **Door Access System (Village and Town Clerk's Customer Entrance Doors)**

- f) 2 – Intercom Systems (1 for each door)
- g) 2 – Door control systems for locking and entrance control
- h) 2 – Monitors to view access requests
- i) Software package(s) to provide separate operation from Town and Village Clerk's Desks
- j) 10 – Access FOBS for each door fully programmed for operation
- k) Labor, cable and associated parts and materials for installation of above in accordance with best standard practices and building codes for the Village of Eagle.

Proposal Submission Form  
(Must be included in the submission package.)

Proposal From:		
Address:		
City:	State:	ZIP:
Phone:		E-Mail:
Authorized Agent:		
a) 1 – 8 Channel Network Video Recorder (NVR) with a minimum of 4 TB storage	\$	
b) 8 – 4 MP Color Cameras with IR and adjustable mounting systems	\$	
c) 1 – Software Package to operate above to include any upgrade costs for a 3-year period	\$	
d) Labor, cable and associated parts and materials for installation of above in accordance with best standard practices and building codes for the Village of Eagle.	\$	
e) Any required power supplies to operate above.	\$	
Sub-total a-e Above	\$	
f) 2 – Intercom Systems (1 for each door)	\$	
g) 2 – Door control systems for locking and entrance control	\$	
h) 2 – Monitors to view access requests	\$	
i) Software package(s) to provide separate operation from Town and Village Clerk’s Desks	\$	
j) 10 – Access FOBS for each door fully programmed for operation	\$	
k) Labor, cable and associated parts and materials for installation of above in accordance with best standard practices and building codes for the Village of Eagle.	\$	
Sub-total f-k Above	\$	
<b>Grand Total Proposal Price</b>	<b>\$</b>	