

**FRANKFORT SQUARE PARK DISTRICT
SECURITY CAMERAS**

NOTICE TO BIDDERS

1. TIME AND PLACE OF BID OPENING

Notice is hereby given that the Executive Director of the Frankfort Square Park District will receive sealed bids either mailed or in person at the **Frankfort Square Park District Administration Building, 7540 W. Braemar Lane, Frankfort, Illinois, 60423** until **1:30 p.m. on Thursday, July 25, 2024**, at which time the bid proposals will be publicly opened and read aloud.

Questions may be directed to Nicolette Jerik, Superintendent of Office Administration and Technology, Frankfort Square Park District njerik@fspd.org, through Friday, July 19, 2024.

2. INSTRUCTIONS TO BIDDERS-DESCRIPTION OF WORK

All bids shall be in accordance with the Bid Documents, which are available online at www.fspd.org and at the Park District office, 7540 W. Braemar Lane, Frankfort, Illinois, 60423.

3. GENERAL SCOPE OF PROJECT

Supply and configure eleven (11) Verkada cameras, supply and configure one (1) Verkada cellular gateway, and supply one (1) UPS, at Square Links Golf Course & Practice Center (Golf Course) and at Champions Park and provide basic functional overviews to Park District staff on products implemented.

Additional work at Golf Course shall include, but not be limited to:

- Install, identify, terminate, test & certify one (1) Cat CMP UTP cable to each of ten (10) customer identified camera locations. All cables to source from nearest available MDF or IDF.
- Install and connect four (4) customer/partner provided indoor cameras.
- Install and connect six (6) customer/partner provided outdoor cameras.
- Supply & install one (1) 24-port surface-mount boxes.
- Supply & install twenty (20) Cat 6 jacks.
- Supply & install ten (10) 1-port surface-mount boxes.
- Supply & install fourteen (14) 3' Cat 6 patch cords (for device side patching).
- Supply & install six (6) 10' outdoor rated Cat 6 patch cords (for device side patching).

Additional work at Champions Park shall include, but not be limited to:

- Install, identify, terminate, test, & certify one (1) Cat 6 CMP UTP cable to one (1) customer identified camera location. All cables to source from nearest available MDF or IDF.
- Install and connect one (1) customer/partner provided outdoor camera.
 - Install one (1) branched outlet.
 - Supply & install one (1) enclosure.
 - Install and connect one (1) customer/partner provided cellular gateway.
 - Install and connect one (1) customer/partner provided uninterrupted power supply (UPS).
 - Supply & install two (2) Cat 6 jacks.
 - Supply & install one (1) 1-port surface-mount box.
 - Supply & install one (1) 3' Cat 6 patch cord (for device side patching).

4. PRODUCT DESCRIPTIONS - VERKADA HARDWARE

- One (1) GC31 Cellular Gateway, Indoor, North America Type B Plug
- CD52-E Outdoor Dome Camera, 256GB, 30 Days Max
- CB52-TE Outdoor Bullet Camera, 256GB, 30 Days Max
- CD42 Indoor Dome Camera, 256GB, 30 Days Max

4.2 PRODUCT DESCRIPTIONS - VERKADA LICENSES – 5YR

- 5-Year Camera License, Qty. 11
- 5-Year Cellular Gateway License, Qty. 1
- 1-Year Cellular Gateway Data Plan for 1 Verkada Video Device

4.3 PRODUCT DESCRIPTION – UNINTERRUPTIBLE POWER SUPPLY (UPS)

- Back-UPS 400VA, Flexible Mounting, Low Profile, Industrial, Qty. 1.

4.4 PRODUCT DESCRIPTION

- Materials

5. REJECTION OF BIDS

The Frankfort Square Park District Board of Commissioners reserves the right to reject and refuse any or all Bids and to reject Bids of any person or firm who is debarred from the award of a contract for public works projects or who, in its opinion, have had insufficient experience in the type of project on which they are bidding, or who is not provided with the necessary capital, materials, equipment, or supervisory personnel to execute the work to be contracted.

6. TAXES

The Frankfort Square Park District, being a governmental body, receives statutory exemption from Illinois Sales Tax. Therefore, bids for merchandise should not include Illinois Sales Tax.

7. QUESTIONS

Questions regarding this Bid should be directed via email to Nicolette Jerik, Superintendent of Office Administration and Technology of the Frankfort Square Park District at njerik@fspd.org, through Friday, July 19, 2024.

8. BID PREPARATION

- A. Bids shall be prepared on the Bid Form provided within the bidding documents.
- B. The Bidder shall not make changes to the Bid Form provided.
- C. The Bidder shall fill in all relevant blank spaces in ink. When a bidder submits a bid with spaces containing erasures or any other changes, each erasure or change shall be initialed by the person signing the bid.

9. SIGNING OF BIDS

Bid Forms shall be signed, with the individual's name typed or printed below his signature. The Bid Form shall be signed by a person authorized to bind the entity submitting the Bid Form to a contract, and the legal name of the entity (sole proprietorship, corporation, partnership, joint venture, etc.) shall be stated.

- A. Partnerships shall sign in the firm name by one of the general partners.
- B. Corporations, including divisions or subsidiaries, shall state on the Bid Form the complete corporate name and be signed and attested to by authorized officers of the corporation.
- C. Associations and joint ventures shall include proper signatures by each person or firm.
- D. Individuals doing business under a fictitious name shall sign in the name of the individual "doing business as..."

10. BID SUBMISSION

The bid must be verified and be presented to the Owner on the prescribed form in a sealed envelope on or before the time and at the place mentioned in the advertisements for bids, endorsed with the name of the person, firm, or corporation presenting it, the date of the presentation, and the title of the work for which the bid is made.

11. BID OPENING AND METHOD OF AWARD

- A. The bids shall be valid for thirty (30) calendar days after bid opening.
- B. Bids received after the stated time may be returned unopened to the Bidder.

12. TIME FOR ACCEPTANCE

- A. The Bids shall be valid for thirty (30) calendar days after bid opening.
- B. The Owner and the bidder may agree to extend the acceptance period beyond thirty (30) days.

13. NO BIDS BY FAX

The Frankfort Square Park District will not accept any bid sent by facsimile machine or email, or any other unsealed method.

14. PREVAILING WAGES

The work of this Project is subject to the Illinois Prevailing Wage Act, 820 ILCS 130/0.01 *et seq.* A Prevailing Wage determination has been made by the Frankfort Square Park District, which is the same as that determined by the Illinois Department of Labor for public works projects in Will and Cook Counties. The Contract entered into for the Work will be drawn in compliance with said law, and proposals should be prepared accordingly and provide for payment of all laborers, workmen, and mechanics needed to perform the Work at no less than the prevailing rate of wages (or the prevailing rate for legal holiday and overtime work) for each craft, type of worker, or mechanic.

**FRANKFORT SQUARE PARK DISTRICT
BID FORM
VERKADA CAMERAS**

BID TO: **Executive Director
Frankfort Square Park District
7540 W. Braemar Lane
Frankfort, IL 60423**

**Bids due 1:15 p.m., Thursday, July 25, 2024
Bid Opening: Thursday, July 25, 2024-1:30 p.m.**

DESCRIPTION: The Frankfort Square Park District is seeking bids to supply and install eleven (11) Verkada cameras at Square Links Golf Course and Champions Park, Frankfort, Illinois. Bid price shall include all costs related to the project and the undersigned hereby proposes to furnish all to the **Frankfort Square Park District** in accordance with the Specifications per the following descriptions.

Verkada Hardware	\$ _____
Verkada Licenses 5-year camera	\$ _____
Verkada License 5-year cellular Gateway license	\$ _____
1-year cellular Gateway Data Plan	\$ _____
Uninterruptible Power Supply (UPS)	\$ _____
Materials:	\$ _____
Professional Services	\$ _____
Shipping & Handling	\$ _____
Total Bid	\$ _____

Company Submitting Bid: _____

Contact Person: _____

Address: _____

Phone: _____ Email: _____

RESPECTFULLY SUBMITTED, signed and sealed this _____ day of
_____, 2024.

ATTEST

Bidder's Legal Signature