

Collins-Maxwell Community School District Request for Proposal of Updating the Elementary Fire Alarm System

Collins-Maxwell Community School District is soliciting proposals to bring the Elementary Fire Alarm up to Code. Attached are requirements to be met by the proposals, criteria to be used (although not all inclusive) for Evaluation of the proposals, and general information relating to Collins-Maxwell to be taken into consideration when preparing the proposals.

Proposals, containing two (2) copies of the proposal, in an envelope clearly marked "Elementary Fire Alarm Proposal" will be accepted before 2:00 P.M. on Monday, March 10, 2025, at the Collins-Maxwell Administration Office, 400 Metcalf Street, Maxwell, Iowa. If mailed, the proposals should be clearly marked "Elementary Fire Alarm Proposal" and mailed sufficiently in advance so as to be received prior to 2:00 p.m. on Monday, March 10, 2025. Please address your submission to:

Collins-Maxwell Community School District
400 Metcalf St.
Maxwell, Iowa 50161-2021

Bidders are requested to submit a signed original and one copy of their proposal. In addition to the attachments and other requirements of this Request for Proposal, the proposal shall contain a cover letter, an executive summary, narrative text, and a price proposal. Price proposals shall be separate and shall include a detailed explanation of pricing procedures as well as a cost summary.

Once proposals are received they will be the property of Collins-Maxwell Community School District and shall be public records subject to disclosure under state and federal law.

The administration will recommend their selection to the Collins-Maxwell School Board and will select the proposal at the next School Board meeting, Wednesday March 19th, 2025 following the turn in deadline of Monday, March 10, 2025.

For further information regarding the bidding process, please contact Traci Nessa, S.B.O., at 515-387-1115 or trnessa@collins-maxwell.k12.ia.us. For further information regarding the specific requirements, please contact Cody Smith at 515-231-3439 or codysmth@collins-maxwell.k12.ia.us

Fire Alarm Summary and Scope

- I. Summary
 - A. The Fire Alarm System at Collins-Maxwell Elementary is outdated and is having several issues with false alarms and dated equipment. The existing system control panel has been updated within the last 3 years and is capable of integrating a fully addressable system. We are looking to update all the devices and add additional devices that were needed per the Fire Marshal's request to make the system fully addressable. It is currently a zone system. The work would be required to be completed over the summer break between June 2nd and August 14, 2025. This is to avoid as many conflicts with school staff and students.
- II. Scope
 - A. Utilizing the current control panel
 - B. Pull wire for all new devices
 - C. Install new fully addressable devices
 - 1. Some additional devices are needed in the basement area but it should be a 1 for 1 install
 - D. Remove old devices
 - 1. Deactivate and remove old keypad for the old security system so it is not connected to fire alarm
 - E. Complete test and coordinate with the Fire Marshal
- III. System Details
 - A. Main Panel
 - 1. Simplex 4100ES
 - B. Key Pad to be deactivated and removed
 - 1. DSC LCD4501 Programmable Maxsys LCD Keypad

Request for Proposal

- I. Specific Requirements
 - A. Proposals received in accordance with the Request for Proposal requirements will be the only ones given consideration.
 - B. Collins-Maxwell School District will not accept any liability or cost that may arise out of either the preparation of a proposal or the acceptance or rejection of a proposal.
- II. Proposal Requirements
 - A. A letter of transmittal briefly outlining the proposer's understanding of the work and general information regarding the company and individuals to be involved is permitted, but not required, if it is limited to not more than two pages. If a transmittal letter is presented, it should clearly set forth the local address of the office and the company to be performing the work, telephone number, and the name of the contact person.
 - B. Scope Of Services
 - a. Provide detailed and itemized list of services
 - C. If you would like to visit the building please contact Cody Smith before February 10th to schedule a time that day between the hours of 8 AM and 2 PM.

PROPOSAL SCHEDULE

Collins-Maxwell Elementary Fire Alarm Update

1. Perform construction work including all labor, equipment and materials for the following unit prices:

Description

Price

Total Proposal Cost

\$

Contractor

By

Address

Title

City, State ZIP

Phone