

Request for Proposal (RFP)

Buyer: Quitman School District

RFP – 21st CCLC Broadcast Communications
Program

Title: Broadcast Communications
Station/Studio

Issue Date: 08/20/2014

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RFP – 21st CCLC Broadcast Communications Program Quitman School District

Purpose

Proposals are being sought by the Quitman School District for qualified vendors experienced in providing, installing, configuring and supporting a Broadcast Communications Station with the required equipment and accessories in accordance with the specifications set forth herein. This project must be a “turnkey” solution in which the winning Bidder will supply, install, configure, test and provide support for warranty services and usage training/support as per the specifications listed in this RFP.

Reference to brand names is not meant to be restrictive but is used only as an acceptable quality and performance level. Equipment and accessories required by this RFP must meet acceptable minimum specifications so as to adhere to a high level of system performance required for any such video or audio equipment for use in a modern broadcasting system of today. Thus, any equipment or accessories included within a Bidder’s proposal must meet (be equivalent to) or exceed those specifications of the brand name equipment listed in the specifications, if the brand name exists. If bidding other than what is specified in this RFP, the vendor must include the complete brand name, the model, the specifications of the alternate equipment to be used and the justification for using the alternate equipment with their bid.

The Quitman School District retains the right to make no award and reject any and all items deemed as not acceptable. The Bidder shall provide firm, fixed prices for the items described herein, in accordance with the terms and conditions of this document.

Background

The Quitman School District is in need of a high performance, high quality broadcast communication station which shall be feature rich, scalable and ultra-reliable. This broadcast station is tentatively planned to be installed at the Quitman High School located at 210 South Jackson Avenue Quitman, MS

39355 and will be used by the students of the school in support of the initiatives and goals set forth within the “21st CCLC Broadcast Communications Program”.

Proposal Forms

Send **sealed** proposals and supporting documentation to:

**Quitman School District
c/o Tara Tucker – 21st Century CCLC Program Coordinator
104 East Franklin Street
Quitman, MS 39355**

Sealed proposals must be clearly marked **“RFP – 21ST CCLC BROADCAST COMMUNICATIONS PROGRAM”**.

Do not Fax or Email Proposals!

Proposals will be received by The Quitman School District at the address shown above until 12:00 P.M. CST, Thursday, September 11 2014. Proposals must be mailed or hand delivered to the address above in a SEALED ENVELOPE. They must be received before the deadline. Courier delays are not an acceptable excuse for deliveries made past the deadline.

Schedule of Events:

| Event | Date(s) |
|---|-----------------------------------|
| Release of RFP – Posted Online/ Newspaper Notice Published | August 21, 2014 |
| Last Day/Time for Submission of RFP Questions | 4:00 P.M. CST September 5, 2014 |
| Deadline for Submission of Proposals | 12:00 P.M. CST September 11, 2014 |
| Opening of Proposals (Central Office Board Room) | 2:00 P.M. CST September 11, 2014 |

Administrative Inquiries

All administrative correspondence and inquiries regarding this RFP must be done via Email to:

TTucker@qsd.k12.ms.us with the subject line of **“RFP – 21st CCLC Broadcast Communications Program”**

Technical Inquiries

All technical correspondence and inquiries regarding this RFP must be done via Email to

JKorzenk@qsd.k12.ms.us with the subject line of **“RFP – 21st CCLC Broadcast Communications Program”**

If a Bidder does not receive an administrative response within 48 hours, it is the responsibility of the Bidder to call Ms. Tara Tucker (21st CCLC Program Coordinator) at 601-776-5219 and confirm that the email message was received. Leave a message if necessary.

If a Bidder does not receive a technical response within 48 hours, it is the responsibility of the Bidder to call John Korzenko (Technology Coordinator) at 601-776-1280 and confirm that the email message was received. Leave a message if necessary.

All questions and answers will be posted on the Proposal Web site at:
http://www.quitmanschools.org/?page_id=101 and
<http://tinyurl.com/np3trdz>

Quitman School District

Terms and Conditions

Request for Proposal

Terminology/Definitions

Whenever the following words and expressions appear in a Request for Proposal (RFP) document or any amendment thereto, the definition or meaning described below shall apply.

- a. **Amendment** means a written, official modification to a RFP or to a contract
- b. **Attachment** applies to all forms which are included with a RFP to incorporate any informational data or requirements related to the performance requirements and/or specifications.
- c. **Proposal Opening Date and Time** and similar expressions mean the exact deadline required by the RFP for the Physical receipt of sealed proposals to the Quitman School District.
- d. **Bidder** means the person or organization that responds to a RFP by submitting a proposal with prices to provide the equipment, supplies, and/or services as required in the RFP document.
- e. **Buyer** means the procurement staff member(s) of the Quitman School District.
- f. **Contract** means a legal and binding agreement between two or more competent parties, for a consideration for the procurement of equipment, supplies, and/or services.
- g. **Contractor** means a person or organization who is a successful Bidder as a result of a RFP and who enters into a contract.
- h. **Exhibit** applies to forms which are included with a RFP for the Bidder to complete and return with the sealed proposal prior to the specified opening date and time.
- i. **Request for Proposal (RFP)** means the solicitation document issued by the Quitman School District to potential Bidders for the purchase of equipment, supplies, and/or services as described in the document. The definition includes these Terms and Conditions as well as all Pricing Pages, Exhibits, Attachments, and Amendments thereto.

- j. **May** means that a certain feature, component, or action is permissible, but not required.
- k. **Must** means that a certain feature, component, or action is a mandatory condition. Failure to provide or comply will result in a proposal being considered non-responsive.
- l. **Pricing Page(s)** applies to the form(s) on which the Bidder must state the price(s) applicable to the equipment, supplies, and/or services required in the RFP. The pricing pages must be completed and returned by the Bidder with the sealed proposal prior to the specified proposal opening date and time.
- m. **Shall** has the same meaning as the word must.
- n. **Should** means that a certain feature, component and/or action is desirable but not mandatory.

Open Competition/Request for Proposal Document

- a. It shall be the Bidder's responsibility to ask questions, request changes or clarification, or otherwise advise the Quitman School District if language, specifications or requirements of a RFP appear ambiguous, contradictory, and/or arbitrary, or appear to inadvertently restrict or limit the requirements stated in the RFP to a single source. Any and all communication from Bidders regarding specifications, requirements, competitive procurement process, etc., must be directed to the Quitman School District as indicated on page 4 and 5 of the RFP. Such communication should be received no later than 4:00 P.M. September 5, 2014.

Every attempt shall be made to ensure that the Bidder receives an adequate and prompt response. However, in order to maintain a fair and equitable procurement process, all Bidders will be advised via the issuance of an amendment to the RFP that will be posted on-line (see page 5), of any relevant or pertinent information related to the procurement. Therefore, Bidders are advised that unless specified elsewhere in the RFP, questions received by the Quitman School District less than seven (7) calendar days prior to the RFP opening date may not be answered.

- b. Bidders are cautioned that the only official position of the Quitman School District is that position which is stated in writing and issued by the Quitman School District in the RFP or an amendment thereto. No other means of communication, whether oral or written, shall be construed as a formal or official response or statement.

- c. The Quitman School District monitors all procurement activities to detect any possibility of deliberate restraint of competition, collusion among Bidders, price-fixing by Bidders, or any other anticompetitive conduct by Bidders which appears to violate state and federal antitrust laws. Any suspected violation shall be referred to the Mississippi Attorney General's Office for appropriate action.
- d. The Quitman School District reserves the right to officially modify or cancel a RFP after issuance. Such a modification shall be identified as an amendment.

Preparation of Proposals

- a. Bidders **must** examine the entire RFP carefully. Failure to do so shall be at Bidder's risk.
- b. Unless otherwise specifically stated in the RFP, all specifications and requirements constitute minimum requirements. All proposals must meet or exceed the stated specifications and requirements.
- c. Unless otherwise specifically stated in the RFP, any manufacturer's names, trade names, brand names, information and/or catalog numbers listed in a specification and/or requirement are for informational purposes only and are not intended to limit competition. The Bidder may offer any brand which meets or exceeds the specification for any item, but must state the manufacturer's name and model number for any such brands in the proposal. In addition, the Bidder shall explain, in detail, (1) the reasons why the proposed equivalent meets or exceeds the specifications and/or requirements and (2) why the proposed equivalent should not be considered an exception thereto. Proposals which do not comply with the requirements and specifications are subject to rejection without clarification.
- d. Proposals lacking any written indication of intent to offer an alternate brand or to take an exception shall be received and considered in complete compliance with the specifications and requirements as listed in the RFP.
- e. All equipment and supplies offered in a proposal must be new and of current production and available for marketing by the manufacturer.
- f. Prices shall include all packing, handling and shipping charges FOB destination, freight prepaid and allowed unless otherwise specified in the RFP.
- g. Prices offered shall remain valid for 30 days from proposal opening unless otherwise indicated. If the proposal is accepted, prices shall be firm for the specified contract period.
- h. Proposals are to include the furnishing of all materials, equipment, maintenance, shipping costs, delivery, installation, configuration,

drawings and the provision of all labor and services necessary or proper for the completion of the work as may be otherwise expressly provided in the contract documents. The Quitman School District will not be liable for any costs beyond those proposed herein. Please be advised that public schools are specifically exempted from the payment of Mississippi Sales Tax. In case of discrepancy in computed proposal prices, the unit price shall govern and the total price shall be revised accordingly.

Submission of Proposals

- a. A proposal submitted by an Bidder must (1) be signed by a duly authorized representative of the Bidders organization, (2) contain all information required by the RFP, (3) be priced as required, (4) be sealed in an envelope or container, and (5) be mailed or hand-delivered (not faxed) to the Quitman School District and officially clocked in no later than the exact opening time and date specified in the RFP.
- b. The sealed envelope or container containing a proposal should be clearly marked on the outside with the official RFP name. Different proposals should not be placed in the same envelope, although copies of the same proposal may be placed in the same envelope.
- c. A proposal may only be modified or withdrawn by signed, written notice which has been received by the Quitman School District prior to the official opening date and time specified. A proposal may also be withdrawn or modified in person by the Bidder or its authorized representative, provided proper identification is presented before the official opening date and time. Telephone or telegraphic requests to withdraw or modify a proposal shall not be honored.
- d. One (1) original and two (2) copies of the Bidder's proposal along with two (2) copies of the other required documentation must be sent in a sealed envelope clearly marked with the words "**RFP-21st CCLC Broadcast Communications Program**" to the address noted on page 4 of this document. All proposals will be opened at **2:00 P.M. on Thursday, September 11, 2014** at the District Central Office Board Room located at 104 East Franklin Street Quitman, MS 39355.

Discussions with Proposers and Award

The Procurement Code permits and the District reserves the right to conduct discussions with any or all Bidders, or to make an award of a contract/purchase order without such discussions, based only on evaluation of the written proposal. The Quitman School District likewise reserves the right to designate a review committee in evaluating the proposal. The District appointed agent shall make a determination showing the basis upon

which the award was made, and such determination shall be included in the procurement file. The Quitman School District reserves the right to add related services to this RFP, or the resultant contract/purchase order, upon mutual agreement of both parties documented through an approved change order.

Addenda

- a. Any addenda issued to this RFP will be posted on the Web site where this document was acquired:
http://www.quitmanschools.org/?page_id=101 and
<http://tinyurl.com/np3trdz>
- b. It is the responsibility of the Bidder to check the Proposal site often for any updates, interpretations or addenda that may be available. The Quitman School District will not be responsible for any other explanation or interpretations. Any questions regarding this RFP must be submitted no later than **Friday, September 5, 2014 at 4:00 P.M.** so that all prospective Bidders will have ample opportunity to finalize their proposals based on the collective information at hand. The Quitman School District reserves the right to reject any or all proposals and wave technicalities and informalities.

Proposal Opening

- a. Proposal openings are public on the opening date and at the opening time specified on the RFP document.
- b. It is the Bidder's responsibility to ensure that the proposal is delivered by the official opening date and time to the Quitman School District.
- c. Proposals which are not received by the Quitman School District prior to the official opening date and time shall be considered late, regardless of the degree of lateness or the reason related thereto, including causes beyond the control of the Bidder. Late proposals shall not be opened.

Preferences

- a. Preference will be given to the Bidder that provides a comprehensive, cost-effective solution for the meeting or exceeding the specifications listed in this RFP.
- b. Preference will be given to materials, products, supplies, provisions and all other articles produced, manufactured, made or grown within the state of Mississippi. Such preference shall be given when quality is equal or better and delivered price is the same or less.

- c. Preferences will be given to Bidders that are located in close proximity of Quitman, Mississippi in order to provide on-going service, support, training and warranty replacement/repair within a 24 hour on-site turn-around time.
- d. Preference will be given to those Bidders that can furnish an end-to-end solution without involving third party providers/vendors in the support chain process.
- e. Preferences will be given to those Bidders who demonstrate the utmost in technical expertise and knowledge of the broadcast communications field and who have successfully completed past projects similar in scope, size and complexity to the one specified within this RFP. It is also preferred that Bidders have been in business for at least five (5) years. Bidders must give at least three (3) examples of experience with the installation of similar projects and must give reference contact information for at least three (3) such installations within the past three (3) years.

Evaluation of Award

- a. Any clerical error, apparent on its face, may be corrected by the Quitman School District before contract award. Upon discovering an apparent clerical error, the Buyer shall contact the Bidder and request written clarification of the intended proposal. The correction shall be made in the notice of award. Examples of apparent clerical errors are (1) misplacement of decimal point; and (2) obvious mistake in designation of unit.
- b. Any pricing information submitted by a Bidder but not reflected on the pricing page shall be subject to evaluation if deemed by the Quitman School District to be in the best interests of the District.
- c. Awards shall be made to the Bidder whose proposal (1) complies with all mandatory specifications and requirements of the RFP and (2) is the lowest and best proposal, considering price as the primary determining factor, the responsibility of the Bidder, and all other evaluation criteria specified in this RFP and any subsequent negotiations.
- d. In the event all Bidders fail to meet the same mandatory requirements in this RFP, the Quitman School District reserves the right, at its sole discretion, to waive that requirement for all Bidders and to proceed with the evaluation. In addition, the Quitman School District reserves the right to waive any minor irregularity or technicality found in any individual proposal.
- e. When evaluating a proposal, the Quitman School District reserves the right to consider relevant information and fact, whether gained from a proposal, from a Bidder, from Bidder's references, or from any other

source.

- f. Any information contained in the proposal package, regardless of the format or placement of such information, may be considered in making decisions related to the responsiveness and merit of a proposal and the award of a contract.
- g. Negotiations may be conducted with those Bidders who submit potentially acceptable proposals. Proposal revisions may be permitted for the purpose of obtaining best and final offers.
- h. Any award of a contract shall be made by written notification from the Quitman School District to the successful Bidder. Quitman School District reserves the right to make awards by item, group of items, or an all or none basis. The grouping of items awarded shall be determined by the Quitman School District based upon factors such as item similarity, location, administrative efficiency, or other considerations in the best interest of the District.
- i. The Quitman School District reserves the right to request written clarification of any portion of the Bidder's response in order to verify the intent of the Bidder. The Bidder is cautioned, however, that its response shall be subject to acceptance or rejection without further clarification.

Contract/Purchase Order

- a. By submitting a proposal, the Bidder agrees to furnish any and all equipment, supplies and/or services specified in this RFP, at the prices quoted, pursuant to all requirements and specifications contained therein.
- b. A binding contract shall consist of: (1) the RFP and any amendments thereto, (2) the Contractor's response (proposal) to the RFP including the Contractor's best and final offer and (3) the Quitman School District's acceptance of the response (proposal) by "notice of award" (for ongoing provision of equipment, supplies, and/or services) or by "purchase order."
- c. A notice of award does not constitute an authorization for shipment of equipment or supplies or a directive to proceed with services. Before providing equipment, supplies and or/services, the Contractor must receive a properly authorized purchase order.
- d. The contract expresses the complete agreement of the parties and performance shall be governed by the specifications and requirements contained therein. Any change, whether by modification and/or supplementation, must be accompanied by a formal contract amendment signed and approved by and between the duly authorized representatives of the Contractor and the Quitman School District or by a purchase order

change order prior to the effective date of such modification. The Contractor expressly and explicitly understands and agrees that no other method and/or no other document, including correspondence, acts, and oral communications by or from any person, shall be used or construed as an amendment/change order to the contract.

- e. All local (City of Quitman), county (Clarke County), state (State of Mississippi) and federal procurement laws and regulations shall be strictly adhered to.

Invoicing and Payment

- a. The Quitman School District does not pay state or federal taxes unless otherwise required under law or regulation. The District's IRS Identification Number is 64-0442029.
- b. Each invoice submitted must reference the contract or purchase order number and must be itemized in accordance with items listed on the purchase order and/or contract. Failure to comply with this requirement may delay processing of invoices for payment.
- c. The Contractor shall not transfer any interest in the contract, whether by assignment or otherwise, without the prior written consent of the Quitman School District.
- d. Payment for all equipment, supplies, and/or services required shall be made in arrears. The Quitman School District shall not make any advance deposits.
- e. The Quitman School District assumes no obligation for equipment, supplies and/or services shipped or provided in excess of the quantity ordered. Any unauthorized quantity is subject to the District's rejection and shall be returned at the Contractor's expense.

Delivery

Time is of the essence. Deliveries of equipment, supplies, and/or services must be made no later than the time stated in the contract or within a reasonable period of time, if a specific time is not stated.

Inspection and Acceptance

- a. No equipment, supplies, and/or services received by the Quitman School District pursuant to a contract shall be deemed accepted until the District has had reasonable opportunity to inspect said equipment, supplies, and/or services.

- b. All equipment, supplies, and/or services which do not comply with the specifications and/or requirements or which are otherwise unacceptable or defective may be rejected. In addition, all equipment, supplies, and/or services which are discovered to be defective or which do not conform to any warranty of the Contractor upon inspection (or at any later time if the defects contained were not reasonably ascertainable upon the initial inspection) may be rejected.
- c. The Quitman School District reserves the right to return any such rejected shipment at the Contractor's expense for full credit or replacement and specify a reasonable date by which replacements must be received.
- d. The Quitman School District's right to reject any unacceptable equipment, supplies, and/or services shall not exclude any other legal, equitable or contractual remedies the District may have.

Warranty

- a. The Contractor expressly warrants that all equipment, supplies and/or services provided shall: (1) conform to each and every specification, drawing, sample or other description which was furnished to or adopted by the Quitman School District, (2) be fit and sufficient for the purpose expressed in the RFP, (3) be merchantable, (4) be of good materials and workmanship, and (5) be free from defect.
- b. The Contractor shall furnish a written warranty that describes the services proposed under these specifications.
- c. Such warranty shall survive delivery and shall not be deemed waived either by reason of the Quitman School District's acceptance of or payment of said equipment, supplies and/or services.
- d. The Contractor must also show proof that their employee(s) are certified to install and configure the electronic equipment as specified in this RFP, as assurance that a warranty can be provided.

Applicable Laws and Regulations

- a. The contract shall be construed according to the laws of the State of Mississippi. The Contractor shall comply with all local, state, and federal laws and regulations related to the performance of the contract to the extent that the same may be applicable.
- b. To the extent that provision of the contract is contrary to the Constitution or laws of the State of Mississippi or of the United States, the provisions shall be void and unenforceable. However, the balance of the contract

shall remain in force between the parties unless terminated by consent of both the Contractor and the Quitman School District.

- c. The Contractor must be registered and maintain good standing with the Secretary of State of the State of Mississippi and other regulatory agencies, as may be required by law or regulations.
- d. The Contractor must timely file and pay all Mississippi sales, withholding, corporate and any other required Mississippi tax returns and taxes, including interest and additions to tax.
- e. The exclusive venue for any legal proceeding relating to or arising out of the RFP or resulting contract shall be in the Circuit Court of Clarke County, Mississippi.

Conflict of Interest

The Contractor hereby covenants that at the time of the submission of the proposal the Contractor has no other contractual relationships which would create any actual or perceived conflict of interest. The Contractor further agrees that during the term of the contract neither the Contractor nor any of its employees shall acquire any other contractual relationships which create such a conflict.

Remedies and Rights

- a. No provision in the contract shall be construed, expressly or implied, as a waiver by the Quitman School District of any existing or future right and/or remedy available by law in the event of any claim by the District of the Contractor's default or breach of contract.
- b. The Contractor agrees and understands that the contract shall constitute an assignment by the Contractor to the Quitman School District of all rights, title and interest in and to all causes of action that the Contractor may have under the antitrust laws of the United States or the State of Mississippi for which causes of action have accrued or will accrue as the result of or in relation to the particular equipment, supplies, and/or services purchased or procured by the Contractor in the fulfillment of the contract with the District.

Cancellation of Contract

- a. In the event of material breach of the contractual obligations by the Contractor, the Quitman School District may cancel the contract. At its sole discretion the Quitman School District may give the Contractor an opportunity to cure the breach or to explain how the breach will be cured.
- b. If the Contractor fails to cure the breach or if circumstances demand immediate action, the Quitman School District will issue a notice of

cancellation terminating the contract immediately.

- c. If the Quitman School District cancels the contract for breach, the District reserves the right to obtain the equipment, supplies, and/or services to be provided pursuant to the contract from other sources and charge the Contractor for any additional costs incurred as a result.
- d. The Contractor understands and agrees that funds required to fund the contract must be appropriated for each fiscal year included within the contract period (the District's fiscal year runs July 1 through June 30). The contract shall not be binding upon the Quitman School District for any period in which funds have not been appropriated, and the District shall not be liable for any costs associated with termination caused by lack of appropriations.

Communications and Notices

Any written notice to the Contractor shall be deemed sufficient when deposited in the United States mail postage prepaid, transmitted by facsimile, or hand-carried and presented to an authorized employee of the Contractor at the Contractor's address as listed in the contract.

Bankruptcy or Insolvency

- a. Upon filing for any bankruptcy or insolvency proceeding by or against the Contractor, whether voluntary or involuntary, or upon the appointment of a receiver, trustee, or assignee for the benefit of creditors, the Contractor must notify the Quitman School District immediately.
- b. Upon learning of any such actions, the Quitman School District reserves the right at its sole discretion, to either cancel the contract or affirm the contract and hold the Contractor responsible for damages.

Inventions, Patents and Copyrights

The Contractor shall defend, protect, and hold harmless the Quitman School District, its Board of Trustees, agents, and employees against all suits of law equity resulting from patent and copyright infringement concerning the Contractor's performance or products produced under the terms of the contract.

Non-Discrimination

In connection with the furnishing of equipment, supplies, and/or services under the contract, the Contractor and all sub-Contractors shall agree not to discriminate against recipients of services or employees or applicants for employment on the basis of race, color, religion, national origin, sex, age, disability, or veteran status.

Insurance

The Contractor shall understand and agree that the Quitman School District cannot save and hold harmless and/or indemnify the Contractor or its employees against any liability incurred or arising as a result of any activity of the Contractor or any activity of the Contractor's employees related to the Contractor's performance under the contract.

The Contractor shall maintain adequate liability insurance to protect the Quitman School District, its agencies, its clients and the general public against any loss, damage and/or expense related to his/her performance under the contract.

Within seven (7) days after notification of award, the Contractor shall furnish to the Quitman School District a Certificate of Insurance showing compliance within the following limitations:

- a. The Contractor agrees to comply with the provisions of Worker's Compensation Laws of the State of Mississippi.
- b. It shall be stated on every policy or Certificate of Insurance, as the case may be, that "The insurance company agrees that the policy shall not be canceled, changed, or allowed to lapse until ten (10) days after the District has received written notice as evidenced by the return receipt of registered mail, and it is agreed further that as to lapsing, such notice will not be valid if mailed more than fifteen (15) days prior to the expiration date shown on the policy."
- c. The Contractor shall maintain other insurance (with the limits shown below) that shall protect the Contractor and the Quitman School District from any claim for property damage or personal injury, including death, which may arise out of operations under this contract, and the Contractor shall furnish the Quitman School District with certificates and policies of such insurance as follows.

Below is a list of the insurance coverage that must be procured by the Contractor at his own expense. The Contractor agrees to follow instructions indicated in each case:

The District Protective Liability Insurance:

Personal injury, including death, limits of \$1,000,000.00 for each person and \$1,000,000.00 for each accident.

Contractor's Public Liability Insurance:

Personal injury, including death, limits of \$1,000,000.00 for each person and \$1,000,000.00 for each accident. Property Damage limits of \$100,000.00 for each accident and \$500,000.00 for the aggregate.

Workmanship

All work shall be performed in a professional manner. Personnel from the District may observe the work procedures and workmanship of the Contractor, but such observation will not relieve the Contractor from any responsibility of performance or constitute acceptance of the work performed.

Stored Materials

Any materials stored on job site shall be the Contractor's responsibility.

Accident Prevention

Precautions shall be exercised at all times for the protection of persons (including employees and students) and property and hazardous conditions shall be guarded against or eliminated. The Quitman School District or the building principal will determine what constitutes a hazardous condition on any campus and the Contractor will be responsible for rectifying the issue to the satisfaction of the District.

The Service Providers' Representative

- a. The Quitman School District reserves the right, with sole discretion, to refuse to allow any representative of the Contractor to service the contract in any manner. In this event, The Contractor shall furnish another representative that is acceptable to the District. Examples of reasons for refusing to allow a Contractor's representative to service the contract include, but are not limited to:
 - Use of profanity or abusive language around any school personnel or students.
 - Unclean or unkempt appearance.
 - Intoxication or obvious drug use.
 - Threatening behavior towards any school personnel or students.
- b. Should the Contractor use subcontractors for portions of the work, the Quitman School District reserves the right to reject any subcontractor without explanations or recourse by the Contractor or subcontractor.

District Regulations

The Contractor and his representatives shall follow all applicable school district regulations while on the District property, including the no smoking, no weapons, and drug free policies. No work shall interfere with school

activities or environment unless the Principal or person in charge gives permission. All of the Contractor's personnel should be easily identified by the use of identification badges and/or uniforms or shirts with the Contractor's logo clearly visible.

Comprehensive List of References

References must include three (3) or more references of installations of similar size, scope and complexity, preferably within the State of Mississippi, within the past three (3) years and it must include the following:

- Job location
- Contact name and telephone number
- Date of contract
- Project description
- Equipment/service installed

The District Reserves the Right To:

- a. Give full and proper consideration to the service, reputation, product knowledge, and experience of all companies presenting proposals, and to disqualify any such Bidder it deems unqualified to provide the services requested.
- b. Reject any and all proposals if deemed necessary.
- c. Accept any alternative proposal believed to be in the best interest of the Quitman School District.
- d. Waive any formality in the proposal submission.
- e. Cancel any awarded proposal if the service proves unsatisfactory.
- f. Award of some or of the entire project that may be subject to the availability of District funding and project needs.
- g. Have any additional terms and conditions incorporated into the agreement provided an authorized modification to the contract/purchase order is mutually agreed upon and duly executed by both parties.

Variation in Quantities and Configuration

While it is the intention of the Quitman School District to purchase the specified quantities, the right is reserved to accept bids on the basis of individual line item or by total bid price whichever is deemed to provide the maximum benefit to the District. The right is also reserved to omit any item

or reduce quantities as necessary to bring the total cost within budgetary provisions. The Bidder must agree to sell to the Quitman School District the revised quantity of items at the unit price stated in the proposal regardless of these quantity changes.

Turnkey Solution

All proposals shall provide a turnkey solution for the installation and configuration of the Broadcast Communications system. This is to include all necessary hardware, electronic equipment and any other equipment or materials necessary for the proper installation and operation of the service.

Termination of Request for Proposals

This RFP in no manner obligates the Quitman School District to the eventual purchase of any services described, implied or which may be proposed until confirmed by a written contract/purchase order. Progress towards this end is solely at the discretion of the Quitman School District and may be terminated without penalty or obligation at any time prior to the signing of a contract/purchase order. The District reserves the right to cancel this request at any time, for any reason, and to reject any or all proposals.

Request for Proposal Acceptance

- a. This Request and all its attachments will be considered to be part of and incorporated into the resultant agreement by reference. If the Bidder's REQUEST FOR PROPOSAL is accepted, the REQUEST FOR PROPOSAL and appropriate modifications will be incorporated into the agreement.
- b. The resulting agreement will constitute the entire agreement between the parties with respect to its subject and shall not be modified, altered or amended in any way except as provided for in this Request. This Request and the resultant contract/purchase order will be interpreted and governed by the Laws of the State of Mississippi. In the event of any disputes with Quitman School District over any part of the proposed Request for Proposal or any resultant action of the RFP, disputes will be filed in Clarke County.

Proposer Exceptions

The Bidder must state those standard terms and conditions, which the Bidder will expect the Quitman School District to consider. Any deviation, corrections, and/or modifications from REQUEST FOR PROPOSAL specifications must be clearly identified by the Bidder in RED font. The Quitman School District will consider but is not bound by any Bidder's standard terms and conditions. If an impasse occurs, the BID will may be disqualified and the District will seek the next highest ranked vendor.

Vendor Requirements

- a. The Bidder must meet or exceed all minimum qualification requirements. All submitted quotes must provide at a minimum, all requested information in this quote document. Any portion not included will be cause for elimination from the quote process. Each response will be reviewed to determine if it is complete prior to actual evaluation. The information should be organized as indicated in the quote requirements. Any portions of the submitted quote, which are to be treated by the Quitman School District as proprietary and confidential information, must be clearly marked as such. The Quitman School District reserves the right to eliminate from further consideration any response, which is deemed to be substantially or materially unresponsive to the request for information, contained in this section.
- b. Proposers are prohibited from contacting or lobbying members of the School Board, school district administrators, school district employees, school district contractors, or school district consultants. Failure to conform to this condition will be grounds for disqualification of the Bidder.

Order of Precedence

In the event of an inconsistency between the terms and conditions of the resulting contract/purchase order, the inconsistency shall be resolved by giving precedence in the following order:

1. The REQUEST FOR PROPOSAL, including the Scope of Work and Statement of Qualifications.
2. Bidder's Response

The Quitman School District's Responsibilities

Access for Installation

- a. The District shall, during the progress of the installation, allow the Service Provider and its employee's access to the premises and facilities at all reasonable hours or at such hours as the District representative and the Contractor agree upon.
- b. Any work necessary to be performed after regular working hours, on weekends or legal holidays, shall be performed without additional expense to the District, unless the weekend or holiday work due to a delay caused by the District.

Inspections

The Quitman School District will promptly make inspections when notified by the Contractor that the equipment or any part thereof, is ready for acceptance.

Delay in Work

It is understood that the Contractor will not be held accountable for any delays caused by the Quitman School District.

The Contractor's Responsibilities

Provision

The Contractor must provide all supervision, tools, equipment, hardware and wiring materials as specified; transportation, erection, construction, unloading, inspecting, and keeping inventory as specified in attached contract documents. Whenever in the contract the terms "provide, furnish, supply, install, etc.", can be interpreted as requiring the Contractor both to furnish and/or install materials, unless specific provisioning/ installation of the materials by the District is denoted.

Permits and Licensing Requirements

The Contractor must keep himself informed of, and adhere to, all laws and ordinances governing any matter related to work performed under the resulting contract/purchase order. The Contractor shall obtain all necessary licenses and permits, and will be aware of all labor conditions and agreements relating to the work specified in this document and shall make all provisions necessary to avoid any disputes which might arise from those conditions and agreements and shall be responsible for any delays, damages or extra costs caused by disputes.

Damage

The Contractor shall be responsible for repairs of damage to the building, equipment, or property. The Contractor must promptly report to a representative of the Quitman School District of any such damage to the building, equipment, or property that may occur while performing work in the facilities.

Test and Inspections

The Contractor shall conduct tests and inspections with District technical personnel after the installation has been completed in order that the District may be assured that the requirements for the installation are met.

Completion Notification

The Contractor shall promptly notify the District designated contact of completion of this proposed project.

Defects

The Contractor shall promptly correct all defects for which the Contractor is responsible.

The District Contact

The Service Provider must coordinate all work with the District designated contact.

Cleanup

Upon completion of the work each day, the Contractor must remove all tools, equipment, rubbish and debris from the premises and must leave the premises clean and neat and in the same condition as it was found.

Subcontractors

The Contractor may use subcontractors to perform work. However, all responsibilities rest with the Contractor.

Testing

The Contractor shall provide the Quitman School District with complete and detailed test results along with all equipment serial numbers. The test results must be delivered to the District before payment.

Safety

The Contractor shall take the necessary precautions and bear the sole responsibility for the safety of the methods employed in performing the work. The Contractor shall at all times comply with the regulations set forth by federal, state, and local laws; rules; and regulations concerning "OSHA", and all applicable state labor laws, regulations, and standards. The Contractor shall indemnify and hold harmless The Quitman School District from and against all liabilities, suits, damages, costs, and expenses (including attorney's fees and court costs) that may be imposed on the District because of the Contractor, subcontractor, or supplier's failure to comply with the regulations stated herein.

Patents and Royalties

The Contractor, without exception, shall indemnify and hold harmless the Quitman School District and its employees from any liability of any nature or kind, including costs and expenses for or on account of any trademarked, copyrighted, patented, or non-patented invention, process, or article manufactured or used in the performance of the contract, including its use by the District. If the Contractor or subcontractor uses any design, device, or material covered by letters, patent, trademark, or copyright, it is mutually understood and agreed without exception that the proposal prices shall include all royalties or cost arising from the use of such design, device, or materials in any way involved in the work.

Indemnification

- a. The Contractor shall indemnify and hold harmless the Quitman School District, its agents and employees from or on account of any injuries or damages, received or sustained by any person or persons during or on account of any operation connected with this contract; or by consequence or any negligence (excluding negligence by the District, its agents, or employees) in connection with the same; or by use of any improper material or by or on account of any act or omission of said Contractor or its subcontractors, agents, servants, or employees. The Contractor must further agree to indemnify and hold harmless the Quitman School District, its agents or employees, against claims or liability arising from or based upon the violation of any federal, state, county, city, or other applicable laws, bylaws, ordinances, or regulations by the Contractor, its agents, associates, or employees.
- b. The indemnification provided above shall obligate the Contractor to defend at its own expense or to provide for such defense, at the Quitman School District's option, of any and all claims of liability and all suits and actions of every name and description that may be brought against the Quitman School District which may result from the operations and activities under this contract whether the installation operation be performed by the Contractor, subcontractor, or by anyone directly or indirectly employed by either.
- c. The award of this contract to the Contractor shall obligate the Contractor to comply with the foregoing indemnity provision; however, the collateral obligation of insuring this indemnity must be complied with as set forth.

**EXHIBIT A
PRICING PAGE 1 of 9**

| Line # | Qty. | Unit | Item | Unit Price | Extended Price |
|--------|------|------|---|------------|----------------|
| A | 4 | Ea. | JVC GY-HM600 ProHD Camera Item #: GY-HM600 If alternate, state Brand: _____ Item #: _____ | | |
| B | 4 | Ea. | Que Q210 Microphone Kit Item #: Q210-Kit If alternate, state Brand: _____ Item #: _____ | | |
| C | 4 | Ea. | VariZoom VZROCK-J600 Remote Lens Control Item #: VZ-ROCK-J600 If alternate, state Brand: _____ Item #: _____ | | |
| D | 4 | Ea. | JVC DT-X91C ProHD 8.9" AC/DC Portable Monitor (HDMI, Composite) Item #: DT-X91C If alternate, state Brand: _____ Item #: _____ | | |
| E | 4 | Ea. | Mangus VT-4000 Tripod System Kit with Second Pan Bar and Carry Case Item #: VT-4000-K3 If alternate, state Brand: _____ Item #: _____ | | |
| F | 8 | Ea. | 64 GB SDXC Memory Card Class 10 UHS-1 Item #: N/A If alternate, state Brand: _____ Item #: _____ | | |

**EXHIBIT A
PRICING PAGE 2 of 9**

| Line # | Qty. | Unit | Item | Unit Price | Extended Price |
|--------|------|------|---|------------|----------------|
| G | 4 | Ea. | Verbatim USB 3.0 Universal Card Reader with SDXC Item #: 97706 If alternate, state Brand: _____ Item #: _____ | | |
| H | 4 | Ea. | Porta Brace Mini-DV Camera Case Item #: CS-DV3U If alternate, state Brand: _____ Item #: _____ | | |
| I | 4 | Ea. | JVC IDX Battery for GY-HM600U 7.4 volt 55Wh Capacity, 7.35 Ah Item #: SSL-JVC75 If alternate, state Brand: _____ Item #: _____ | | |
| J | 4 | Ea. | JVC LC-2J Dual Charger for SSL-JVC50 7.4 volt JVC Batteries Item #: LC-2J If alternate, state Brand: _____ Item #: _____ | | |
| K | 8 | Ea. | Audio-Technica AT831R Miniature Clip-On Microphone Item #: AT831R If alternate, state Brand: _____ Item #: _____ | | |
| L | 4 | Ea. | Sennheiser ew 135-p G3 Camera Mount Wireless Microphone System with 835 Handheld Microphone - B Item #: EW135PG3-B If alternate, state Brand: _____ Item #: _____ | | |

**EXHIBIT A
PRICING PAGE 3 of 9**

| Line # | Qty. | Unit | Item | Unit Price | Extended Price |
|--------|------|------|--|------------|----------------|
| M | 4 | Ea. | JVC CA-UP 600 Wireless Microphone Receiver Bracket for JVC GY-HM600 ProHD Camera Item #: CA-UP600 If alternate, state Brand: _____ Item #: _____ | | |
| N | 4 | Ea. | Porta Brace PB-SXS Memory Card Organizer Item #: PB-SXS If alternate, state Brand: _____ Item #: _____ | | |
| O | 4 | Ea. | Tiffen 72mm Digital Essentials Filter Kit Item #: 72DIGEK3 If alternate, state Brand: _____ Item #: _____ | | |
| P | 8 | Ea. | Sony MDR-7506 Circumaural Closed-Back Professional Monitor Headphones Item #: MDR-7506 If alternate, state Brand: _____ Item #: _____ | | |
| Q | 2 | Ea. | Lowel DV Creator 1 Kit, LB30 Case Item #: DV-901LBZ If alternate, state Brand: _____ Item #: _____ | | |
| R | 1 | Ea. | Datavideo Chromakey Kit Three Retro-Reflective Cloths Item #:CKL-300 If alternate, state Brand: _____ Item #: _____ | | |

**EXHIBIT A
PRICING PAGE 4 of 9**

| Line # | Qty. | Unit | Item | Unit Price | Extended Price |
|--------|------|------|--|------------|----------------|
| S | 4 | Ea. | MOTU HD Express Video Interface w/ PCI Express Card Item #: 4200 If alternate, state Brand: _____ Item #: _____ | | |
| T | 4 | Ea. | Avid HP Z420 Workstation w/ Single Intel 6-Core 3.2Ghz E5-1650 12 MB Cache V2 Processor / 1600 Mhz Memory, NVIDIA Quadro 2000 1GB PCI-e Video, 16 GB (8x2GB) DDR3 1600 ECC Memory, Windows 7 Professional 64 Bit Edition w/ SP1 Item #: 7090-30045-02HP If alternate, state Brand: _____ Item #: _____ | | |
| U | 4 | Ea. | Avid Media Composer Custom PC US Keyboard Item #: 7060-30087-00 If alternate, state Brand: _____ Item #: _____ | | |
| V | 10 | Ea. | HP Z Display Z24i 24" Widescreen LED Backlit IPS Monitor (Black) Item #: D7P53A8 If alternate, state Brand: _____ Item #: _____ | | |
| X | 5 | Ea. | IKAN MS21 21.5" SD/HD-SDI Studio Monitor Item #: MS21 If alternate, state Brand: _____ Item #: _____ | | |

EXHIBIT A
PRICING PAGE 5 of 9

| Line # | Qty. | Unit | Item | Unit Price | Extended Price |
|--------|-------|------|---|------------|----------------|
| Y | 8 | Ea. | JBL LSR305 5” Two-Way Powered Studio Monitor Item #: LSR305 If alternate, state Brand: _____ Item #: _____ | | |
| Z | 5 | Ea. | Winsted E4606 Digital Wrap Around Desk w/ Riser (94x41x58’) Item #: E4606 If alternate, state Brand: _____ Item #: _____ | | |
| AA | 4 | Ea. | Proavio 16 TB EB400CR 4 Bay Desktop Storage System w/ RAID 0, 1, 0+1, 5 Item #: EB400CR-F16T If alternate, state Brand: _____ Item #: _____ | | |
| BB | 1 | Ea. | NewTek TriCaster 410 with Control Surface Item #: FG-000480-R001 If alternate, state Brand: _____ Item #: _____ | | |
| CC | 1 Set | Ea. | Rack Rails for TriCaster 8000,860,460,455,410 Item #: N/A If alternate, state Brand: _____ Item #: _____ | | |
| DD | 1 | Ea. | Cisco Catalyst 2960S-24TS-L Network Switch Item #: WS-C2960S-24TS-L If alternate, state Brand: _____ Item #: _____ | | |

**EXHIBIT A
PRICING PAGE 6 of 9**

| Line # | Qty. | Unit | Item | Unit Price | Extended Price |
|--------|------|------|--|------------|----------------|
| EE | 1 | Ea. | Datavideo ITC100HP2K ITC-100 Intercom, 4x HP-2A Headsets, 4 x ITC-100SL Beltpack And Tallylights Kit Item #: ITC100HP2K If alternate, state Brand: _____ Item #: _____ | | |
| FF | 1 | Ea. | Datavideo ITC-100SL Item #: ITC-100SL If alternate, state Brand: _____ Item #: _____ | | |
| GG | 4 | Ea. | 240 Ft. Rolls of Multi-Cable for JVC GY- HM600U Camera Item #: N/A If alternate, state Brand: _____ Item #: _____ | | |
| HH | 1 | Ea. | Power Supply for four JVC GY-HM600U Cameras Item #: If alternate, state Brand: _____ Item #: _____ | | |
| II | 1 | Ea. | Leightronix E-HD2 Network Managed Digital High Definition Video Server Item #: E-HD2 If alternate, state Brand: _____ Item #: _____ | | |
| JJ | 1 | Ea. | Blackmagic Design Smart Videohub 12x12 Item #: VHUBSMART6G1212 If alternate, state Brand: _____ Item #: _____ | | |

**EXHIBIT A
PRICING PAGE 7 of 9**

| Line # | Qty. | Unit | Item | Unit Price | Extended Price |
|--------|------|------|---|------------|----------------|
| KK | 1 | Ea. | Blackmagic Design Smartscope Duo 4K Rack Mounted Dual 6G-SDI Monitors Item #: HDL-SMTWSCOPEDUO4K If alternate, state Brand: _____ Item #: _____ | | |
| LL | 1 | Ea. | Blackmagic Design Audio Monitor Item #: HDL-AUDMON1RU If alternate, state Brand: _____ Item #: _____ | | |
| MM | 1 | Ea. | Equipment Rack (to mount all rack mounted equipment listed) Item #: N/A If alternate, state Brand: _____ Item #: _____ | | |
| NN | N/A | Ea. | Miscellaneous cables, connectors and hardware Item #: N/A If alternate, state Brand: _____ Item #: _____ | | |
| OO | N/A | Ea. | Installation, configuration, testing, etc. Item #: If alternate, state Brand: _____ Item #: _____ | | |
| PP | N/A | Ea. | Initial / Post Project On-Site training and Support Item #: N/A If alternate, state Brand: _____ Item #: _____ | | |

**EXHIBIT A
PRICING PAGE 8 of 9**

| Line # | Qty. | Unit | Item | Unit Price | Extended Price |
|--------|------|------|--|------------|----------------|
| QQ | 4 | Ea. | Avid Media Composer 8 Student / Teacher Edition Item #: 9935-65687-05 If alternate, state Brand: _____ Item #: _____ | | |
| RR | 4 | Ea. | Avid Production Pack for Media Composer 8 EDU Item #: 9935-65757-00 If alternate, state Brand: _____ Item #: _____ | | |
| SS | 4 | Ea. | Avid Media Composer 8 Upgrade EDU Standard Support Item #: 9920-65241-00 If alternate, state Brand: _____ Item #: _____ | | |
| TT | 4 | Ea. | Avid Symphony Option for Media Composer 8 EDU Item #: 9935-65689-00 If alternate, state Brand: _____ Item #: _____ | | |
| UU | 4 | Ea. | TMPGEnc Authoring Works 5 Item #: N/A If alternate, state Brand: _____ Item #: _____ | | |
| VV | 4 | Ea. | Faronics Deep Freeze Standard Item #: N/A If alternate, state Brand: _____ Item #: _____ | | |

**EXHIBIT A
PRICING PAGE 9 of 9**

| Line # | Qty. | Unit | Item | Unit Price | Extended Price |
|---------------|-------------|-------------|---|-------------------|-----------------------|
| WW | 1 | Ea. | NewTek Virtual Set Editor 2.5 Educational Edition Upgrade (TriCaster and PC Licences) Item #: FG-000734-R001 If alternate, state Brand: _____ Item #: _____ | | |
| XX | 1 | Ea. | NewTek Live Text 2.5 with DataLink 3 EDU Item #: FG-000736-R001 If alternate, state Brand: _____ Item #: _____ | | |
| YY | 1 | Ea. | NewTek SpeedEDIT 2 Educational Item #: SE020000-0201 If alternate, state Brand: _____ Item #: _____ | | |
| | | | | | |

EXHIBIT B

STATEMENT OF QUALIFICATIONS FORMAT

Please provide the following information in **precisely the sequence and format prescribed** by this questionnaire. Supplemental materials providing additional information may be attached, but the information requested below is to be provided in this format and sequence. Please provide succinct responses to the following questions and limit those responses to the page allowances set out in each item.

1. FIRM INFORMATION:

LIMIT 1/2 PAGE

Name of Firm:

Address of Home Office and Address of Branch Office if Applicable:

Telephone Number(s):

Fax Number(s):

Form of Business Organization (Corporation, Partnership, Individual, Joint Venture, Other):

Year Founded:

Primary individual to contact:

Contact Email:

24 Hour Help Desk Telephone Number:

2. ORGANIZATION:

LIMIT 1/2 PAGE

2.1 How many years has your organization been in business in its current capacity?

2.2 How many years has your organization been in business under its present name? Under what other or former names has your organization operated?

2.3 If your organization is a corporation, answer the following: Date of incorporation, State of incorporation, President's name, Vice-President's name(s), Secretary's name, and Treasurer's name.

2.4 If your organization is a partnership, answer the following: Date of organization, type of partnership, if applicable, names of general partner(s).

2.5 If your organization is individually owned, answer the following: Date of organization, name of owner.

2.6 If the form of your organization is other than those listed above, describe it and name the principals.

3. LICENSING:

LIMIT 1/2 PAGE

3.1 List jurisdictions in which your organization is legally qualified to do business and indicate registration or license numbers, if applicable.

3.2 List jurisdictions in which your organization's partnership or trade name is filed.

4. EXPERIENCE:

LIMIT 2 PAGES (4.1 - 4.2)

4.1 Describe your firm's experience with completing this scope of work for any public/private entities, if any.

4.2 Provide a list of the public/private entities previously assisted with contact names and phone numbers.

5. SUPPORT

LIMIT 4 PAGES (5.1 – 5.7)

5.1 How does your organization plan to provide **initial** support/training immediately after the completion of the installation? Please give a detailed explanation. Include number of hours of on-site training and support that shall be given to the designated staff in the use of this technology.

5.2 How does your organization plan to provide **ongoing** technical support/training during the first year immediately following the initial support/training cycle? Please give a detailed explanation. Include number of hours of on-site training and/or telephone and email support that shall be given to the designated staff in the use of this technology.

5.3 What is your organization's method of how the District shall obtain technical or usage support? Do you offer helpdesk services? Please be detailed in your explanation.

5.4 What is your organization's turn-a-round time from receiving a support call to being on-site?

5.5 Does your organization provide service contracts with the equipment that you install? Please include any optional pricing packages.

5.6 How does your organization handle in-warranty claims on equipment?

5.7 How does your organization handle out-of-warranty claims on equipment?

EXHIBIT C

ADDITIONAL INFORMATION

Bidders may attach additional, pertinent information they deem important to the selection, implementation, and overall success of the project. **In addition, please provide the following information, if applicable:**

- Length of time business has provided this type of service.
- Supply your Service Level Agreement (SLA) for your proposal, if applicable.
- Indicate any options available e.g. multiple-pricing options.
- Add any additional Helpdesk Procedures.
- Describe any Service Response Procedures.
- Describe how changes to the system will be made, if necessary.
- Please show applicable discounts separately, if applicable.
- Provide copy of Mississippi Contractors License, if applicable.
- Provide documentation and network drawings for changes to districts local area network provided to local support staff.
- Provide industry standard certifications.
- All equipment/services costs must be new and included and identified separately.
- You must provide one original and two copies of your proposal (3 total) and two copies of the required documentation.
- Manufacturer must warrant all parts and equipment and provide warranty documentation.

EXHIBIT D
Similar Project Examples and References

| | |
|--------------------------|--|
| Name of Client / Company | |
| Contact Name | |
| Contact Phone Number | |
| Contact Email Address | |
| Description of project | |

| | |
|--------------------------|--|
| Name of Client / Company | |
| Contact Name | |
| Contact Phone Number | |
| Contact Email Address | |
| Description of project | |

| | |
|--------------------------|--|
| Name of Client / Company | |
| Contact Name | |
| Contact Phone Number | |
| Contact Email Address | |
| Description of project | |

Inquiries – For any administrative questions about this RFP, please email ttucker@qsd.k12.ms.us with the subject line of **“RFP-21st CCLC Broadcast Communications Program”**

For any technical questions about this RFP, please email jkorzenk@qsd.k12.ms.us with the subject line of **“RFP-21st CCLC Broadcast Communications Program”**

All questions and all answers will be posted on the RFP website at http://www.quitmanschools.org/?page_id=101 and/or <http://tinyurl.com/np3trdz>

Service Providers should white list email from the qsd.k12.ms.us domain to ensure updates to this proposal request are received.