

Dr. Michael Dittrich  
Director of Operations  
Maplewood Richmond Heights School District (MRH or MRHSD)  
7539 Manchester Rd.  
Maplewood, MO 63143  
michael.dittrich@mrhschools.net  
314-565-0669

10/26/2023

## **Request for Proposal (RFP) - Installation and Connection Cellular Booster System for Elementary School**

Dear Prospective Bidders,

The Maplewood Richmond Heights School District (MRHSD) is seeking proposals from qualified contractors to provide services for the installation and connection of cellular booster network. This project aims to enhance the safety and infrastructure of our school district and increase the connectivity for major cellular networks.

### **Project Overview:**

#### **MRH School District has always**

The scope of work for this project includes, but is **not** limited to, the following:

**1. INSTALL, COMMISSION, AND OPTIMIZE A CARRIER NEUTRAL CELLULAR AMPLIFICATION SYSTEM.** This system should re-broadcast AT&T, Verizon, and T-Mobile Cellular Signals. System will be capable of handling up to and including 5G technology. MRH is looking for a CEL-FI QUATRA 4000c device or comparable device to achieve goal of this project. The selected vendor of this project will provide all material. The selected vendor will pull all permits.

The outdoor antennas will be mounted on non-penetrating roof mounts or building structure. A rubber mat will be placed underneath the mount. Cinder blocks will be placed on the base of the mount to prevent movement. Vendor will provide a dedicated circuit to the system.

The rooftop cable penetration will be sealed after the antenna cables have been installed. All outdoor cable connections will be weather sealed as well. Installation tasks include assembling the non-penetrating roof mounts, installing the outdoor antennas and aiming them, installing and terminating all cables, connectors, couplers, and splitters; and commissioning the cellular amplifier equipment.

#### **2. TESTING AND COMMISSIONING:**

- Conducting thorough testing of the newly installed cellular amplification system. Winning vendor will use Compass XR or comparable tool to ensure coverage in all areas of the building for three major carriers listed above.
- Ensuring the proper functioning of valves, flow meters, and any other relevant equipment.
- Coordinating with appropriate authorities to obtain necessary permits and certifications.

### **3. WARRANTY**

- Vendor will provide minimum of one year parts, labor, online tech support to MRH School District.

#### **Project Timeline:**

***The anticipated timeline for this project is as follows:***

- Proposal Submission Deadline EXTENDED to allow additional time for evaluating and completing proposals. **The new submission deadline is November 10, 2023, 10:00 AM**
- Contractor Selection: **November 15, 2023, 11:00 AM**
- Project Commencement: **Preference may be provided to installers who can perform work from December 20, 2023 - January 3, 2024 (Winter Break) or March 18th, - 25th, 2024 (Spring Break).**
- Project Completion: **March 25th, 2024**

#### **Submission Guidelines:**

***Interested bidders are required to submit the following information in their proposal:***

##### **1. Company Profile:**

- Provide a brief overview of your company, including its history, experience, and relevant certifications.

##### **2. Technical Expertise:**

- Demonstrate your experience in installing low voltage lines and ability to connect to existing infrastructure.
- Outline the qualifications and experience of key personnel who will be involved in the project.

##### **3. Project Approach:**

- Provide a detailed description of your proposed methodology, including key activities, timelines, and any unique considerations.
- Include a plan for coordinating with MRHSD staff and minimizing disruptions to the operation of the school building.
- Include any manufacturer warranty of selected equipment and warranty of install and performance for selected equipment.

##### **4. Cost Proposal:**

- Submit a comprehensive breakdown of costs, including labor, materials, equipment, permits, and any other relevant expenses.
- Clearly state any exclusions or limitations that may apply.

## **5. References:**

- Furnish a list of references for similar projects completed within the past five years, including contact information.

## **Proposal Evaluation:**

The MRHSD selection committee will evaluate proposals based on the following criteria:

- Experience and qualifications of the bidder and key personnel
- Technical expertise and understanding of project requirements
- Project approach, including coordination and timeline management
- Cost competitiveness and value for the proposed services
- References and client satisfaction with past projects

Please note that MRHSD reserves the right to accept or reject any proposal and to negotiate modifications to the contract terms and conditions with the selected bidder.

## **Submission Instructions:**

Interested vendors should submit sealed bids clearly indicating ““BID CELLULAR BOOSTER SYSTEMS-ELEM SCHOOL” no later than **10:00 AM, November 10, 2023** to:

<https://dropfax.mrhschools.net/index.php/s/LPfNx2tkqDjGp4N>

We look forward to receiving your proposal and potentially working together to enhance the safety and infrastructure of the Maplewood Richmond Heights School District.

Sincerely,

Dr. Michael Dittrich  
Director of Operations  
Maplewood Richmond Heights School District

## **ADDENDUM: PREVAILING WAGE AND CERTIFIED PAYROLLS**

In addition to the requirements outlined in the previous document, all contractors and subcontractors participating in this project must satisfy prevailing wage regulations and provide certified payrolls. The following details pertain to this addendum:

**1. Prevailing Wage Compliance:** All workers employed on this project must receive wages that meet or exceed the prevailing wage rates set by the State of Missouri.

**2. Certified Payrolls:** Contractors and subcontractors are required to maintain accurate and detailed records of their employees' wages and hours worked. Certified payrolls must be submitted on a regular basis, typically weekly or monthly, depending on the project's duration and local regulations.

**3. Payroll Recordkeeping:** Contractors and subcontractors must maintain comprehensive payroll records that include employee names, job titles, hours worked, wage rates, deductions, fringe benefits, and total wages paid. These records should be organized in a clear and auditable format.

**4. Submission of Certified Payrolls:** Certified payrolls, accompanied by a signed statement affirming their accuracy should accompany the pay application or invoice.

**5. Accessibility and Transparency:** Certified payrolls and relevant wage rate schedules should be readily accessible to workers, subcontractors, and the District, upon request. It is recommended to keep these documents on-site or at the contractor's office for easy access.

**6. Non-Compliance Penalties:** Failure to satisfy prevailing wage standards or provide accurate and certified payrolls may result in penalties, such as fines, contract termination, and potential legal consequences. Contractors should ensure strict compliance to uphold fair labor practices and avoid such penalties.

By incorporating these prevailing wage and certified payroll requirements into the proposal, prospective bidders can demonstrate their commitment to fair compensation practices and labor regulations. Compliance with these obligations will contribute to a transparent and equitable working environment on the project.