

REQUEST FOR PROPOSALS (RFP)
RFP #SY 24-25 – Athletic Field LED Scoreboard
Maplewood Richmond Heights School District

Release Date: May 1, 2025
Proposal Due Date: May 21, 2025, by 12:00 PM
Walkthrough (Optional): May 14, 2025 at 9:00 AM

1. GENERAL OVERVIEW

The Maplewood Richmond Heights School District (MRHSD) is requesting sealed proposals from qualified vendors—preferably members of the TIPS or EdPlus Cooperative—to furnish, install, and commission a full-featured LED video scoreboard for the MRH athletic field.

The display must have:

- A pixel pitch between 10mm and 12mm
 - Approximate physical dimensions of the screen **10 feet high by 20 feet wide**
 - A communication setup that includes **fiber optic connectivity**.
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2. PROJECT SCOPE

MRH seeks a **turnkey solution** including the following deliverables:

Required System Components:

- (1) Outdoor rear-service LED video scoreboard with reuse of existing structural frame
 - Approx. **8' H x 20' W** display size
 - **10–12mm pixel pitch**
- Scoreboard control hardware (e.g., Novastar VX400 or equivalent)
 - **Note:** NovaStar serves only as the base controller to operate the scoreboard.
- **Minimum 2-strand single-mode fiber optic cable** from the control location to the display
 - **Vendor must include hiring of a licensed electrician** to install and terminate fiber optic runs

- Wireless scoreboard control panel and protective case
 - (2) lower custom logo panels (approx. 20' x 3' each)
 - (1) arched top logo panel
 - Freight, delivery, full installation, and commissioning
 - All necessary cabling, mounts, connectors, and spare parts
 - Warranty - Provide Details
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Additional Optional System Pricing (Required to be Submitted Separately):

Vendors must provide additional optional pricing for platforms that allow:

- **Cloud upload**
- **Ad scheduling and media content management**

Acceptable examples include but are not limited to:

- **ScoreVision**
- **Daktronics Venus Control Suite**
- Other comparable solutions

These optional platforms are **separate from the base NovaStar control or similar product** and generally **require additional subscription costs, software licenses, and/or service fees**. Please provide if these will be included in the initial service.

Vendors must:

- Clearly separate optional pricing
 - Detail any associated annual fees, licensing requirements, or equipment needs
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3. TRAINING REQUIREMENTS

- Minimum **2 hours of technical training** for district IT/facilities staff
 - Minimum **2 hours of user training** for scoreboard operators
 - On-site staff for first soccer game and first track meet.
 - All training must be **recorded and turned over to MRH**
 - Training must cover standard operation, maintenance, and media management (if applicable)
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4. PROPOSAL FORMAT

Vendor proposals must include:

- Confirmation of **10–12mm pixel pitch** compliance
 - Complete the equipment list with specifications and model numbers
 - Installation schedule (confirm **prevailing wage** compliance for all labor including electrical)
 - Warranty and service support details
 - Required 9-month warranty walk
 - Fiber and wireless communication options and pricing
 - Separate pricing for **optional cloud and content management platforms**
 - Training approach and deliverables
 - List of clarifications, exclusions, and assumptions
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5. TIMELINE

Milestone	Date
RFP Release	May 1, 2025
Walkthrough (Optional)	May 14, 2025, at 9:00 AM
Proposal Due Date	May 21, 2025, by 12:00 PM
Vendor Selection Notification	On or about May 30, 2025
Project Completion Deadline	August 10, 2025

Weekend and break work is allowed. An academic calendar will be provided.

6. REQUIREMENTS

- Vendors must be current **TIPS or EdPlus** Cooperative members (or demonstrate eligibility)
 - All workers must be paid a **prevailing wage** (including fiber optic and electrical work)
 - Vendor must include:
 - Proof of insurance and liability coverage
 - Appropriate licenses and certifications
 - Warranty coverage and service plan information
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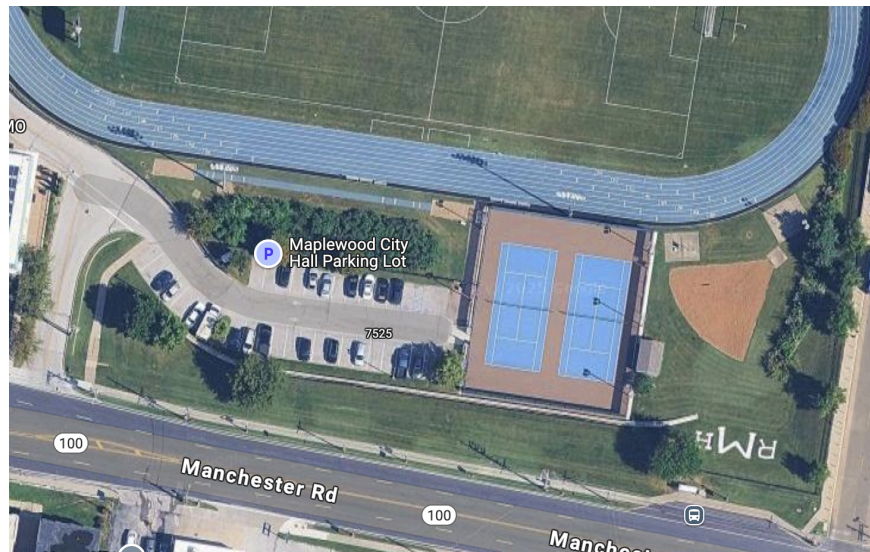
7. WALKTHROUGH (Optional)

DATE: May 14, 2025

TIME: 9:00 AM

LOCATION: MRH High School Soccer/Track Field, 7525 Manchester, Maplewood, MO 63143

Vendors should park in the Maplewood City Parking Lot next to the Tennis Courts.



8. PAST PERFORMANCE

MRH has experienced high-quality project outcomes with electrical contractors such as:

- Legacy Equipment
- Kammerlen Electric
- KayBee Electric
- Schaefer Electric

Vendors delivering similar service levels will be strongly preferred.

9. EVALUATION CRITERIA

Proposals will be evaluated based on:

- Compliance with **size and pixel pitch** requirements
 - Clear breakdown of **standard and optional pricing**
 - Experience with K–12 athletic and scoreboard installations
 - Warranty, service, and post-installation support
 - Pricing transparency and cost effectiveness
 - Timeline adherence
 - MRH past performance or Mid County Chamber affiliation
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10. SUBMISSION INSTRUCTIONS

Submit sealed proposals labeled:
“Athletic Field Scoreboard – RFP #SY 24-25”

By **May 21, 2025, at 12:00 PM** to:

Dr. Michael Dittrich
Scoreboard Proposal
Maplewood Richmond Heights School District
2531 S. Big Bend Blvd
Maplewood, MO 63143

Proposals may be mailed OR hand-delivered to the address above by May 21st at 12:00 PM. Please submit two hard copies & a digital backup on a jumpdrive in a sealed envelope.