



# *Coffee County Board of Education*

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REQUEST FOR PROPOSALS  
COFFEE COUNTY, GEORGIA  
COFFEE COUNTY BOARD OF EDUCATION

## INSTALLATION OF CLASSROOM PROJECTORS AND WHITEBOARDS

Separate, sealed proposals will be received for the installation of classroom projectors and whiteboards for the Coffee County Board of Education until **3:00 p.m. EST on Tuesday, February 7, 2023** at which time proposals will be opened and read. The opening will be held at the Coffee County Board of Education's central office and will be open to the public. Proposals can be mailed or delivered to the attention of Logan Evans at the address below. Proposals received after the designated time will not be considered.

There will be a prebid conference scheduled for January 24, 2023 at 3:00 pm. Conference will be held at the school listed below.

The scope of this RFP consists of the installation of Thirty-Eight (38) interactive short-throw projectors and Thirty-Seven (37) whiteboards and the installation of audio visual connections at a secondary school in Douglas, Georgia. Services to be provided by the Proposer shall include but are not limited to: scheduling, coordination, procurement, installation, testing, commissioning, and clean-up. This will entail the removal of existing SMART boards and other marker boards (if they are in the way) from classrooms, and will include removal of existing projector & mount systems and VGA cables, connectors, faceplates, electrical, and other related work, depending on the needs of each room. This is an old school, so rooms are not identical.

George Washington Carver Freshman Campus (1020 South Gaskin Ave., Douglas GA, 31533) will be upgrading classroom A/V systems during the summer of 2023 (Between May 30 and July 21, 2023). The district is purchasing Epson short-throw interactive projectors as well as 5x12 and 5x8 whiteboards (porcelain over steel) to replace existing ceiling mounted projectors and SMART boards.

Specifically, we are seeking proposals for the following:

1. Removal of existing SMART boards and other markerboards that may be mounted behind or near them.
2. Installation of (38) new Epson® BrightLink 725Wi WXGA 3LCD Ultra Short-Throw Interactive Projectors, (**Model V11H998520**) and the projector mounts (**Model V12HA06A05**). The district will supply the wires, projectors and wall-mount kits.
3. Installer will coordinate with whiteboard provider/shipper to receive and unload whiteboards at the school site. Designated storage/staging areas will be identified.
4. Installation of new 5'x12' (16) and 5'x8' (21) whiteboards. The district will supply the boards and any included standard hardware, but Tapcon screws will be used for installing brackets for the boards to securely attach the boards to concrete block classroom walls.
5. Reinstallation of existing marker boards that are in good condition and where there is adequate wall space for them in the classroom. Please include a price for rehangng small markerboards as a separate line item

in the bid document. It is unknown how many of those small marker boards will need to be rehung, so a price per item will allow us to plan and then account for in the final contract.

6. Provision and installation of audio visual connections to the new projectors:
  - i. The installer will supply and install white, glue mount raceway (1"x1.5") with ceiling grid raceway adapters near teacher computer and coming out of the ceiling to the projector.
  - ii. The district will supply Display port to HDMI cables for connecting teacher computer to the projector.
  - iii. The district will supply USB cables and/or extenders from computer to projector as needed.
  - iv. The installer will install all provided cabling in raceway between the computer and projectors.
  - v. The installer will power on the projector and check for expected display functionality and default alignment.
7. Provide support for district IT staff for any potential display/product issues that may appear once computers are installed and connected.
8. Provide support/communication with district maintenance staff for any needs in power routing, wall patches as needed, glue removal etc.
9. The installer will need to schedule installation around the floor waxing crew. Floor waxing is the priority project for the school and typically hinders free access to the facility at various times and days of the week.
10. The school facility will be available outside of normal business hours and on the weekend if the installer needs access at those times.

### **Proposal Submission**

We expect to replace projectors and install whiteboards boards in 37 classrooms during this project. One room will get a projector only. In addition, relocate and hanging of existing small marker boards is included in this project. Proposals should include a per room cost that includes new whiteboard and projector installation, as well as an extended cost for the entire 38-room project that includes all specifications listed above. The reinstall of small existing marker boards price should be included as a per item cost and listed as a separate line item.

Proposals should be submitted in a sealed envelope addressed to the following no later than **3:00 p.m. EST on Tuesday, February 7, 2023**. Proposals must be received at the Coffee County Board of Education by this date. Envelopes should be marked "PROJECTOR INSTALLATION PROPOSAL." No faxed or emailed copies will be accepted. The acceptance of any or all alternatives will be at the discretion of the School System.

Send proposals to:

**Mr. Logan Evans**  
**Director of Information Systems**  
**Coffee County School System**  
**1311 Peterson Avenue South**  
**Douglas, GA 31533**

**PLEASE NOTE:** E-mail is preferred as the method of correspondence for any questions regarding this RFP. All questions should be submitted to: [logan.evans@coffee.k12.ga.us](mailto:logan.evans@coffee.k12.ga.us).

The Coffee County Board of Education (district) will consider price, warranty, and references and will make a purchasing decision that is most advantageous to the school district. The district reserves the right to reject all bids or proposals or any bid or proposal that is nonresponsive or not responsible and to waive technicalities and informalities.