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10/27/2023

Subject: Request for Proposal (RFP) - Electrical Upgrades and Surveillance System Installation at Rod Mills Park and Parnall complex

Dear Prospective Recipient,

We are excited to invite your organization to submit a proposal for a comprehensive project between Rod Mills Park and the Township office properties in Blackman Township, Michigan. The project involves the installation of electrical upgrades and the establishment of a state-of-the-art surveillance system featuring point-to-point Wi-Fi and pan-tilt-zoom cameras to enhance security and functionality at Rod Mills Park, and with overview the Parnall Complex property.

Project Overview:

1. Electrical Upgrades:

- Evaluate and upgrade the existing electrical infrastructure to meet the growing demands of the park.
- Install new electrical connections, and outlets, to support 60-amp service to each of the two large pavilions, and maintain a single, 20-amp power to the number 4 pavilion.
- Ensure compliance with local electrical codes and safety standards.

## 2. Surveillance System:

- Design and install a high-quality surveillance system covering key areas of Rod Mills Park, and overview of the Parnall complex property.
- Implement point-to-point Wi-Fi connectivity to facilitate seamless data transmission and remote monitoring.
- Deploy pan-tilt-zoom (PTZ) cameras for improved surveillance capabilities.
- Provide web access with real-time viewing and recording capabilities.
- Ensure the system complies with all applicable laws and regulations, including privacy considerations.

## Proposal Submission Requirements:

Your proposal should include the following information:

### 1. Company Information:

- Company name, address, and contact details.
- Details of relevant experience in electrical upgrades and surveillance system installations.
- Any applicable certifications or licenses.

### 2. Project Approach:

- A detailed description of how you plan to complete the electrical upgrades and surveillance system installation.
- Proposed timeline and milestones.

### 3. Technical Specifications:

- Detailed specifications for the surveillance system equipment, including the type and number of PTZ cameras.
- Description of the Wi-Fi infrastructure and network design.
- Information on web access with real-time viewing and recording capabilities.

4. Budget:

- A clear and itemized budget for the entire project.
- Any potential cost savings or value-added services offered.

5. References:

- Contact information for at least three references from previous clients for similar projects.

6. Warranty and Support:

- Details of the warranty and post-installation support your company will provide.

7. Compliance:

- Information on how you will ensure compliance with local regulations and privacy laws.

Important Dates:

- Proposal Submission Deadline: November 20, 2023, at 13:00 (1 p.m.)
- Project Award Announcement: December 18, 2023, at the Blackman Township Board Meeting.

Please submit your proposal by 11/20/2023 at 13:00 (1 p.m.) to Township Clerk David Elwell. Public opening for timely submissions will be at 1:00 p.m. on November 20, 2023, in the basement meeting room at 1990 W. Parnall Road, Jackson, Michigan 49201. We encourage any inquiries or requests for clarification prior to the submission deadline.

We look forward to receiving your proposal and working together to enhance the safety and functionality of Rod Mills Park. If you have any questions or require further information, please do not hesitate to contact us at 517-788-4223 or [cboulter@blackmantwp.com](mailto:cboulter@blackmantwp.com).

Sincerely,

Dr. Christopher R. Boulter

Deputy Director of Support Service

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