



# SHIAWASSEE Health & Wellness

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## **Request for Proposal (RFP) for Audio System Installation and Upgrade**

### **1. Introduction**

Shiawassee Health & Wellness (SHW) is inviting proposals from qualified contractors for the installation and upgrade of our facility's audio system. This RFP describes the project requirements and submission guidelines.

### **2. Background**

SHW is committed to excellence in health and wellness services. Enhancing our facility with an upgraded audio system is crucial for effective communication and announcements.

### **3. Project Overview**

The project involves installing a variety of audio equipment and materials to ensure a high-quality, reliable audio system throughout our premises.

Please contact Kyle Aubry IT Manager & Security Officer to schedule a personal walk through of the facility for specific requirements and features.

### **4. Scope of Work**

The contractor selected will be responsible for the following:

- Providing all specified audio equipment and materials as outlined below, including but not limited to commercial ceiling speakers (20), horn loudspeakers (14), paging amplifiers (2), paging amplifier w/SIP (1) attenuators (4), 16/2 stranded CMR White (6000ft), and installation materials.
- Ensuring a comprehensive installation, setup, and troubleshooting process to achieve optimal functionality of the audio system.
- Completing the project efficiently, with considerations for minimal disruption to SHW operations. The project completion timeline will be a key factor in proposal evaluation.

- Delivering system documentation and drawings post-completion to ensure SHW has all necessary information for system operation and maintenance.

## **5. Proposal Submission**

Your proposal should include:

- An approach to the project that outlines the planned methodology, timeline, and project management practices.
- Detailed information on the experience and qualifications of the team designated for this project.
- An itemized list of all services and equipment provided.
- Relevant certifications and proof of insurance.

## **6. Evaluation Criteria**

Proposals will be evaluated based on the following:

- The contractor's experience, reliability, and professional reputation.
- The quality, clarity, and completeness of the proposal.
- The proposed project timeline and the contractor's ability to minimize operational disruptions.
- Previous performance on similar projects.

## **7. Submission Deadline**

Please submit your proposal by 4/11/2024, addressed to:

Kyle Aubry, Shiawassee Health & Wellness 1555 Industrial Dr, Owosso, MI 48867

## **8. Questions**

For any inquiries or additional information, contact:

Kyle Aubry

IT Manager Security Officer

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