

REGULAR MEETING

June 09, 2025  
6:30 p.m.

**MEMORANDUM**

**H.3 Approve Purchase of Audio Visual System**

**Mr. Sederlund**

RECOMMENDED MOTION: "That the Chippewa Valley Schools Board of Education approve Sound Planning for the purchase of a new Audio Visual System for the Board Room totaling \$37,402.89 for the Technology Department."

RATIONALE: Aggressive pricing was obtained through the public bidding process RFP 20.2425B.

The proposals were reviewed and approved by the Technology and Purchasing Departments. Funding will come from the 2018 Building & Site fund

Bid Tally

Chippewa Valley Schools

Audio Visual Replacement for Board Room

ITB #20.2425B

Bid Opening: Wednesday, May 21, 2025 at 11:00 a.m.

Bidder Name	Affidavits (4)	Addendum (1)	Base Bid	Voluntary Alternate Bid			Notes
				Live Stream Equipment	HDMI Drop	Lavalier Mics	
Sound Planning	vvv	✓	\$23,641. <sup>32</sup>	included	\$1007. <sup>30</sup>	\$977. <sup>00</sup>	
Allcomm	vvv	No	\$26,756. <sup>00</sup>	included	\$321. <sup>75</sup>	\$984. <sup>00</sup>	Delivery/Install \$380. <sup>00</sup>
Red Letter	vvv	No	\$34,410. <sup>00</sup>	\$350. <sup>00</sup>	\$1170. <sup>00</sup>	\$2150. <sup>00</sup>	Delivery/Install \$350. <sup>00</sup>
National Communications Corp.	vvv	✓	\$73,589. <sup>37</sup>	\$3120. <sup>40</sup>	Included	\$1489. <sup>60</sup>	\$92. <sup>20</sup>
Complete Interactive Tech	No	No	\$47,394. <sup>00</sup>	No Bid	No Bid	No Bid	
Forte	vvv	✓	\$46,696. <sup>46</sup>	\$679. <sup>00</sup>	No Bid	\$6628. <sup>25</sup>	

Prepared By: Marie Ruff  
 Witnessed By: [Signature]

Date: 5/21/2025  
 Date: 5/21/25



# CHIPPEWA VALLEY SCHOOLS

19120 Cass Avenue, Clinton Township, MI 48038

(586)-723-2000 FAX (586) 723-2001

Inspiring and empowering learners to achieve a lifetime of success.

June 3, 2025

Mr. Scott Sederlund  
Assistant Superintendent of Business and Operations  
Chippewa Valley Schools  
19120 Cass Avenue  
Clinton Township, MI 48038

Re: Audio Visual Replacement for Board Room Bid Package 20.2425B

Dear Mr. Sederlund,

The Chippewa Valley Schools Technology Staff and Business Department have evaluated the bid proposals for RFP 20.2425B – Audio Visual Replacement for Board Room. The RFP calls for the purchase and installation of a new audio visual system for the CVS Board Room.

Six bid responses were received. Pricing details can be found on the attached chart. Post-bid interviews were held by the CVS Technology staff and four of the bidders. Please note that Complete Interactive Technologies submitted an incomplete bid package that could not be considered, and Red Letter did not respond to a request for post-bid interview.

After reviewing all eligible bids, we recommend that the Chippewa Valley Schools Board of Education award the contract to the lowest bidder, Sound Planning, for a base bid total of \$23,641.32. We recommend the district accept the voluntary alternates provided in the bid for an additional \$3,944.50.

Based on feedback from the Board of Education, Sound Planning pricing on several additional features has been provided. Those items and prices are detailed below, bringing the total project cost to \$37,402.89. It is the recommendation of CVS Technology Department that the Board of Education approve the entire project as outlined below.

Component	Price
Base Bid (includes all required components and ability to live stream)	\$23,641.32
Voluntary Alternates (HDMI drop, 2 lavalier mics, installation and delivery)	\$3,944.50
Wireless display option	\$3,035.41
Multi-input recording (1 camera + media)	\$1,118.60
Individual displays for Board Table	\$5,663.06
<b>Total Project Cost</b>	<b>\$37,402.89</b>

If you have questions about this recommendation, please contact me at (586) 354-3028.

Sincerely,

Sarah Monnier-White  
Executive Director of Technology  
Chippewa Valley Schools

cc: Lillian Grayson

REGULAR MEETING

June 09, 2025  
6:30 p.m.

## MEMORANDUM

### H.4 Approve New Video Editing System

Mr. Sederlund

RECOMMENDED MOTION: “That the Chippewa Valley Schools Board of Education approve AVI Systems, Inc., for the purchase of a new video editing equipment system totaling \$40,805.02 for the Community Relations Department.”

RATIONALE: Aggressive pricing was obtained through the HPS cooperative purchasing contract. The new video editing equipment will replace the current system, which is nearing its useful life. The requested hardware purchase includes a 5-year warranty and will replace three (3) video editing computers, video capture cards and I/O breakout boxes. The new equipment will be in the Community Relations Studio and will be used for editing the district’s video footage.

The proposal was reviewed and approved by the Community Relations and Purchasing Departments. Funding will come from the Building & Site Fund.

# Retail Sales Agreement



Reference Number: 1349577  
Date: May 02, 2025

Chippewa Valley Schools - Edit Suites REV-2

Prepared By: Christopher Dawson  
Phone:  
Email: christopher.dawson@avisystems.com

AVI Systems Inc.  
48679 Alpha Drive, Suite 140, Wixom, MI 48393  
Phone: (469)359-4081  
Fax: (248)957-6151

COMPANY	PROJECT SITE	INVOICE TO
Chippewa Valley Schools 19120 Cass Ave Clinton Township, MI 48038	Chippewa Valley Schools 19120 Cass Ave Clinton Township, MI 48038	Chippewa Valley Schools 19120 Cass Ave Clinton Township, MI 48038
Contact: Jim Calderone Phone: (586)723-2270 Email: jcalderone@cvs.k12.mi.us Account Number: 5119	Contact: Cassie Damer Phone: (586)723-2270 Email: Account Number: 5119	Contact: Phone: Email: Account Number: 5119

**COMMENTS:** Proposal reflects 2025 HPS contract 89 awarded discounts

## PRODUCTS AND SERVICES SUMMARY

Equipment	\$24,821.01
Integration	\$14,927.01
PRO Support	\$0.00
Shipping & Handling	\$1,057.00
Tax	\$0.00
<b>Grand Total</b>	<b>\$40,805.02</b>

Unless otherwise specified. The prices quoted reflect a discount for a cash payment (i.e., check, wire transfer) made by Customer in full within the time stated for payment on each invoice. Discount only applies to new items included on the invoice, and only applies if the balance on the invoice is paid in full.

All returned equipment is subject to a restocking charge. The prices are valid for 15 days and may be locked in by signing this Retail Sales Agreement.

AVI's prices/rates provided in this quote and/or agreement do not reflect any applicable tariffs imposed by foreign or domestic governmental authorities. AVI's prices are subject to change should applicable tariffs result in any price increase to the equipment purchased under this agreement.

Overdue balances are subject to a finance charge of 1.5% per month, or interest at the highest rate permitted by applicable law. In the event AVI must pursue collection of unpaid invoices, Customer agrees to pay all of AVI's costs of collection, including its attorneys' fees.

## INVOICING AND PAYMENT TERMS

Customer and AVI have agreed on the payment method of CHECK. Payment must be remitted by stated method. To the extent Customer seeks to use of any payment methods other than stated, and that payment method results in an increased transaction cost to AVI, the new payment must be approved in writing, and the Customer shall be responsible for paying the increased transaction cost to AVI associated with the change in payment method. Payments shall be made 30 days from invoice date. So long as the invoice has been sent and the Customer's payment is made within the terms work will continue.

AVI uses progress billing, and invoices for equipment and services allocated to the contract on a monthly basis. Unless otherwise specified, all items quoted (goods and services) as well as applicable out of pocket expenses (permits, licenses, shipping, etc.) are invoiced in summary (including applicable sales taxes due for each category of invoiced items).

Customer is to make payments to the following "Remit to" address:

AVI Systems  
PO Box 842607  
Kansas City, MO 64184-2607

If **Payment Method is ACH**: Customer must make all payments in the form of bank wire transfers or electronic funds transfers through an automated clearinghouse with electronic remittance detail, in accordance with the payment instructions AVI Systems provides on its invoice to Customer.

A monthly summary of detailed equipment received is available upon request. Equipment received may be different than equipment billed based on agreed billing method.

## TAXES AND DELIVERY

Unless stated otherwise in the Products and Services Summary above, AVI will add and include all applicable taxes, permit fees, license fees, and delivery charges to the amount of each invoice. Taxes will be calculated according to the state law(s) in which the product(s) and/or service(s) are provided. Unless Customer provides a valid tax exemption certificate for any tax exemption(s) claimed, AVI shall invoice for and collect all applicable taxes in accordance with state law(s), and Customer will be responsible for seeking a tax credit/refund from the applicable taxing authority.

## AGREEMENT TO QUOTE AND DOCUMENTS CONSTITUTING YOUR CONTRACT WITH AVI

Customer hereby accepts the above quote for goods and/or services from AVI. When duly executed and returned to AVI, AVI's Credit Department will check Customer's credit and approve the terms. After approval by AVI's Credit Department and signature by AVI, this Retail Sales Agreement will, together with the AVI General Terms & Conditions (which can be found at <http://www.avisystems.com/TermsOfSale>) form a binding agreement between Customer and AVI. (This Retail Sales Agreement and the AVI General Terms & Conditions of Sale (the T&Cs) are referred to collectively as the Agreement). If not defined in this Agreement, all capitalized terms shall have the meaning given to them in the T&Cs. Should AVI's Credit Department determine at any point prior to AVI commencing work that Customer's credit is not adequate, or should it otherwise disapprove of the commercial terms, AVI reserves the right to terminate the Agreement without cause and without penalty to AVI.

## AGREED AND ACCEPTED BY

	AVI Systems, Inc.
Company	Company
Signature	Signature
Printed Name	Printed Name
Date	Date

## CONFIDENTIAL INFORMATION

The company listed in the "Prepared For" line has requested this confidential price quotation, and shall be deemed "Confidential Information" as that term is defined in the T&Cs. This information and document is confidential and is intended solely for the private use of the customer identified above. Customer agrees it will not disseminate copies of this quote to any third party without the prior written consent of AVI. Sharing a copy of this quote, or any portion of the Agreement with any competitor of AVI is a violation of this confidentiality provision. If you are not the intended recipient of this quote (i.e., the customer), you are not properly in possession of this document and you should immediately destroy all copies of it.

## PRODUCTS AND SERVICES DETAIL

### PRODUCTS:

Description	Qty
Edit System Upgrade Equipment	
HP Z4 G5 Wks, 1x Xeon W5-2445 @3.1GHz -10C, 64GB (4x16GB) DDR5-4800 RAM, 512GB M.2 SSD, Win 11 Pro 64bit	3

HP Care Pack Hardware Support - 5 Year - Warranty - 9 x 5 x Next Business Day - On-site - Maintenance - Labor	3	
OEM, HD/SD PCIe Card, Bundle with KL-BOX-LH-R0	3	
<b>Sub-Total: Edit System Upgrade Equipment</b>		<b>\$24,821.01</b>
<b>Integration</b>		
Engineering & Drawings		
Project Management		
In Shop Fabrication		
On Site Integration		
Testing & Acceptance		
Training		
Integration Cables & Connectors		
<b>Sub-Total: Integration</b>		<b>\$14,927.01</b>
<b><u>Total:</u></b>		<b><u>\$39,748.02</u></b>