

REQUEST FOR PROPOSALS (RFP)

Lake County School District

School Bus Camera Systems

NOTICE TO BIDDERS

Lake County School District R-1 (“District” or “LCSD”), Leadville, Colorado, invites qualified vendors to submit proposals for the furnishing, installation, configuration, training, warranty, and support of vehicle camera systems for District school buses, activity buses, and SUVs.

The District operates a mixed transportation fleet and intends to replace its oldest and least serviceable camera systems in phases. The District anticipates an initial project budget not to exceed \$75,000. Because available funding may not permit replacement of camera systems in all vehicles, the District intends to select a preferred vendor and camera platform and use the successful vendor’s proposed unit pricing to equip vehicles in the priority order identified in Appendix A, to the extent available funding permits.

The District does not guarantee that all vehicles identified in Appendix A will be included in the initial purchase.

The District seeks reliable, hard-wired, on-vehicle recorded camera systems that support manual retrieval of video after vehicles return to the District bus barn. Cellular connectivity, cloud-based retrieval, and wireless camera transmission are not required and shall not be necessary for normal system operation, recording, review, or video retrieval. The district is not seeking a cellular solution and these should not be proposed.

The District reserves the right to reject any or all proposals, waive informalities or irregularities, request clarification or additional technical information, conduct product demonstrations, negotiate within the scope of the solicitation, and accept the proposal determined to be in the best interest of the District in accordance with applicable District policy.

PURPOSE AND PROJECT GOALS

The purpose of this RFP is to identify a qualified vendor capable of providing reliable and cost-effective transportation camera systems that improve student and staff safety, support incident review, provide dependable video evidence when needed, simplify local video retrieval, and allow the District to standardize vehicle camera technology over time.

The District seeks a solution that balances initial cost, long-term reliability, ease of use, repairability, warranty support, parts availability, data security, and lifecycle cost.

The proposed system should support LCSD's commitment to safe and inclusive learning environments, effective District systems, fiscal responsibility, and responsible stewardship of public resources.

BACKGROUND

Lake County School District is a rural public school district located in Leadville, Colorado.

The District operates transportation vehicles that include approximately thirteen full-size school buses, three activity buses, and three SUVs. Existing camera systems vary in age and condition.

The District intends to prioritize replacement of the oldest, least reliable, or least serviceable existing systems. Vehicle information and anticipated replacement priority will be listed in Appendix A.

The District will determine final vehicle selection based on available funding, vehicle priority, proposed system compatibility, and unit pricing.

PROJECT BUDGET

The District anticipates an initial project budget not to exceed \$75,000.

Vendors shall provide itemized and unit pricing that allows the District to adjust the final number and mix of vehicles included in the initial purchase.

The District may elect to purchase fewer units, additional units, optional equipment, or a different mix of vehicle configurations within available funding.

Pricing shall clearly identify all equipment, installation, training, software, licensing, accessories, warranties, shipping, travel, and other costs necessary for a complete and operational system. No required cost shall be omitted from the proposal. Any annual or recurring costs, must also be identified in the proposal.

SCOPE OF WORK

The successful vendor shall furnish, install, configure, test, document, and support vehicle camera systems for selected District vehicles.

Work shall include all cameras, recorders, storage media, mounting hardware, wiring, connectors, power supplies, protective devices, software required for local retrieval and playback, installation labor, configuration, testing, training, warranty documentation, and any other components necessary for a complete functioning system.

Systems shall be professionally installed and suitable for school transportation environments, including vibration, temperature variation, frequent vehicle operation, and high-altitude conditions.

VEHICLE CONFIGURATION A – FULL-SIZE SCHOOL BUSES

The District operates thirteen full-size school buses.

Each proposed base school-bus system shall include at minimum one forward-facing roadway camera and a sufficient number of hard-wired interior cameras, appropriately positioned, to provide usable video coverage of all passenger seating rows.

The vendor shall determine and clearly identify the number, type, viewing angle, and proposed placement of interior cameras necessary to meet this coverage requirement for each applicable vehicle configuration.

The vendor shall identify any expected blind spots or areas of limited coverage.

The system shall include local onboard recording and sufficient storage for normal District operations.

Stop-arm or exterior violation cameras shall be proposed as a separately priced option and shall not be included in the base system price unless specifically identified as an alternate.

VEHICLE CONFIGURATION B – ACTIVITY BUSES

The District operates three activity buses.

Each activity-bus system shall include one forward-facing roadway camera and cabin camera coverage sufficient to provide usable front-to-rear passenger-compartment coverage.

The District anticipates that this may consist of one camera positioned toward the front of the cabin and one camera positioned toward the rear, or an equivalent configuration proposed by the vendor that provides effective passenger-compartment coverage.

Activity-bus systems may be less complex than full-size school-bus systems provided all required functional, recording, retrieval, security, and durability requirements are met.

VEHICLE CONFIGURATION C – SUVs

The District operates three SUVs.

Each SUV system shall include one forward-facing roadway camera and one cabin-facing camera.

SUV systems may be less complex than school-bus systems provided they meet the required functional, recording, retrieval, security, durability, and export requirements.

GENERAL TECHNICAL REQUIREMENTS

Physical System. All proposed base systems shall use hard-wired cameras. Wireless camera transmission shall not be required for normal operation. No wireless cameras will be accepted.

Connectivity. Systems shall record video locally onboard the vehicle. Cellular connectivity shall not be required for system operation, recording, review, administration, or video retrieval. No wifi or cellular systems will be accepted. No cloud-based solutions will be accepted.

Video Retrieval. The District intends to retrieve video manually after vehicles return to the bus barn. Proposed systems shall provide a reliable local method for authorized District personnel to locate, review, and export recorded video. Acceptable retrieval methods may include direct local connection to the recorder, removable encrypted storage media, secure USB export, or another reliable local/manual method described by the vendor. The vendor shall clearly describe the retrieval process, required hardware, required software, expected retrieval time, file formats, and any proprietary viewing applications required.

Video Characteristics. The system shall allow users to locate recorded video by vehicle, date, time, and camera channel. Video shall include accurate date and time information. Exported recordings shall retain sufficient information to identify the relevant date, time, vehicle, and camera view.

Storage. The system shall have sufficient storage to provide a minimum of 120 hours of storage for all cameras.

Camera Specifications. The vendor shall identify video resolution, frame rate, low-light performance, field of view, storage capacity, anticipated recording retention period under typical operation, overwrite behavior, and storage replacement recommendations.

The vendor shall identify any circumstances in which system operation, video review, or video export would require internet connectivity.

REQUIRED SYSTEM RELIABILITY AND DURABILITY

Equipment shall be designed for mobile or transportation environments and capable of operating under vibration, seasonal temperature changes, and conditions normally experienced in school transportation vehicles.

Wiring and connectors shall be securely installed and protected from routine wear, passenger access, accidental damage, and normal vehicle maintenance activities.

The vendor shall identify relevant equipment ratings, operating temperature ranges, storage temperature ranges, vibration resistance, and any recommended maintenance requirements.

INSTALLATION REQUIREMENTS

The successful vendor shall provide complete professional installation unless the District specifically agrees otherwise in writing.

Installation shall be coordinated with District transportation staff to minimize disruption to transportation operations.

Installations shall use appropriate mounting locations and shall not obstruct driver visibility, emergency exits, required safety equipment, mirrors, or normal vehicle operation.

Wiring shall be routed and secured using accepted professional practices.

The vendor shall be responsible for identifying required vehicle power connections, fusing, circuit protection, grounding, and shutdown behavior.

Systems shall be configured to minimize unnecessary battery drain while maintaining appropriate recording operation.

Vendor shall identify any anticipated drilling, permanent modification, dashboard removal, headliner removal, or other significant vehicle alteration required for installation.

The District may require the vendor to inspect representative vehicles before final installation.

EXISTING EQUIPMENT REMOVAL

The vendor shall identify whether removal of existing camera systems is included in the proposed installation price.

If removal is separately priced, the vendor shall provide a unit cost.

Existing equipment removed from District vehicles shall remain District property unless the District authorizes disposal in writing.

The vendor shall not retain, access, copy, or dispose of storage media from existing systems without written District authorization.

VIDEO RETRIEVAL AND DEMONSTRATION REQUIREMENT

The District may require one or more finalist vendors to demonstrate the proposed system before final selection.

A demonstration may require the vendor to show how an authorized District employee would locate an incident that occurred on a specified vehicle at a specified date and time, review multiple camera views, identify the relevant footage, export the footage, save it for authorized District use, and replay the exported footage on a District computer.

The District may evaluate the number of steps required, ease of use, search functionality, retrieval speed, export process, file format, need for proprietary software, access controls, and overall usability.

The District may consider unsuccessful or materially incomplete demonstration of required functionality in determining whether a proposal is responsive and suitable for District use.

TRAINING

The successful vendor shall provide training for designated District transportation and administrative staff.

Training shall include normal system operation, local video retrieval, video search, video export, user access, basic troubleshooting, storage replacement, recorder status indicators, camera failure indicators, routine maintenance, and vendor support procedures.

The vendor shall identify whether training is provided onsite, virtually, or both; the anticipated training duration; any limits on the number of participants; and whether refresher training or recorded training materials are available.

WARRANTY AND SUPPORT

Vendors shall provide complete warranty information for cameras, recorders, storage devices, installation workmanship, cables, connectors, and other system components.

Proposals shall state the standard warranty period, extended warranty options, exclusions, repair procedures, expected turnaround time, replacement procedures, technical support hours, support contact methods, availability of advance replacement equipment, and whether service technicians or authorized installers are available in Colorado.

Vendors shall identify expected lead times for replacement cameras, recorders, storage devices, cables, and other major components.

DATA PRIVACY, FERPA, AND SECURITY REQUIREMENTS

Transportation video may contain images, audio if enabled, or other information associated with students, employees, families, visitors, and District operations.

The successful vendor shall comply with applicable federal and state privacy and student-data requirements, including the Family Educational Rights and Privacy Act (FERPA) when applicable, applicable Colorado student-data privacy requirements, and applicable District policies and procedures.

The District shall retain control of District recordings and District data.

The proposed system shall support secure local storage and controlled access to recordings.

Vendor access to District recordings shall not be permitted except when specifically authorized by the District for an approved purpose and subject to applicable law, District policy, and contract requirements.

Vendors shall identify all third-party software, subprocessors, hosted services, or external systems required for the proposed solution.

The vendor shall not store or sell District video or data; use District video or data for advertising, marketing, commercial profiling, or unrelated commercial purposes; use District video, images, audio, metadata, or other District data to train artificial intelligence, machine-learning, facial-recognition, biometric, or other automated models; disclose District recordings except as authorized by the District or required by law; or retain copies of District recordings beyond the period specifically authorized by the District.

The vendor shall maintain appropriate administrative, technical, and physical safeguards to protect any District data it is authorized to access.

The vendor shall notify the District promptly of any suspected unauthorized access, loss, disclosure, copying, or compromise involving District recordings or data and shall cooperate with District investigation, mitigation, notice, and remediation requirements.

The vendor shall describe procedures for servicing or replacing recorders and storage media that may contain District recordings.

The District shall control video-retention decisions and disclosure decisions.

Vendor standard terms shall not override District privacy requirements or applicable law.

Any exception or limitation proposed by the vendor shall be clearly identified in the proposal.

AUDIO RECORDING

Vendors shall identify whether proposed cameras are capable of audio recording, whether audio recording is enabled by default, whether it can be disabled by the District, and whether disabling audio affects any other system functionality.

The District will determine whether audio recording will be enabled based on District policy, operational need, and applicable legal review.

CYBERSECURITY AND ACCESS CONTROL

The vendor shall describe user authentication, password requirements, role-based permissions, administrator controls, audit or access logging if available, encryption capabilities, firmware update procedures, vulnerability management practices, and procedures for resetting credentials.

Default manufacturer passwords shall be changed during installation.

Vendors shall identify whether any system component creates a Wi-Fi network, Bluetooth connection, cellular connection, remote-access pathway, internet-facing service, or other wireless interface.

Any such feature shall be clearly disclosed and capable of being disabled if not required by the District.

SYSTEM OWNERSHIP AND LICENSING

The vendor shall clearly identify which hardware, software, licenses, subscriptions, viewers, applications, or other components become District property and which are licensed.

The vendor shall identify any annual, recurring, subscription, activation, software-support, storage, mapping, or license fees.

Required recurring fees not disclosed in the proposal shall not be presumed acceptable to the District.

OPTIONAL STOP-ARM CAMERA SYSTEM

Vendors shall provide separate optional pricing for stop-arm or exterior violation cameras for full-size school buses.

The proposal shall describe camera placement, field of view, triggering method, recording method, integration with the base recorder, storage requirements, retrieval procedures, image quality, low-light performance, license-plate capture capabilities if applicable, additional hardware, installation requirements, maintenance, and any recurring costs.

Selection of the stop-arm option is not guaranteed and may be based on available funding.

PRICING REQUIREMENTS

Vendors shall provide itemized pricing sufficient for the District to determine total installed cost for each vehicle configuration and to adjust quantities within the available budget.

At minimum, vendors shall provide the following pricing:

- Installed base school-bus system
- Installed activity-bus system
- Installed SUV system
- Additional interior camera installed
- Optional stop-arm camera package installed per school bus
- Replacement forward-facing camera
- Replacement interior camera
- Replacement recorder
- Replacement storage device or media
- Removal of existing camera system if not included in installation
- Initial training
- Additional training
- Required software or local viewing hardware
- Shipping and travel
- Annual required software or license fees
- Extended warranty options
- Any other required recurring or one-time costs

Vendors shall also provide an estimated five-year total cost of ownership for each vehicle configuration, including anticipated licensing, maintenance, storage replacement, warranty, software, and other recurring costs.

Vendors shall identify which prices are firm and the period for which unit pricing will remain valid.

The District prefers pricing that may be used for additional vehicles during a future phase, subject to available funding, District procurement requirements, and appropriate authorization.

\$75,000 BUDGET SCENARIO

In addition to unit pricing, each vendor shall provide a recommended initial installation scenario using a total project amount not to exceed \$75,000.

The scenario shall identify the number and type of vehicles that could be fully equipped using the proposed base configurations, assuming the District will select vehicles according to Appendix A.

The scenario shall identify equipment, installation, training, software, and all other required costs.

The number of vehicles that can be equipped within the budget will be considered as part of overall cost effectiveness but will not be the sole basis for award.

PROPOSAL REQUIREMENTS

Proposals shall include the following information:

1. Company Information

Company legal name, address, website, primary contact, telephone number, email address, years in business, ownership structure, and location of service or support personnel serving Colorado.

2. Vendor Experience

Description of experience furnishing and installing vehicle camera systems, particularly for K-12 school districts, school buses, public transportation fleets, municipal fleets, or similar governmental customers.

3. References

At least two references for comparable installations, preferably including Colorado K-12 school districts or governmental transportation fleets.

References shall include organization name, contact person, telephone number, email address if available, approximate fleet size or project scope, and date of installation.

4. Proposed System

Manufacturer, model numbers, technical specifications, camera types, recorder specifications, storage type and capacity, expected recording duration, operating temperature ranges, video resolution, frame rate, viewing angles, low-light capability, power requirements, and other relevant technical information.

5. Vehicle Configuration

Proposed equipment list and camera placement approach for full-size school buses, activity buses, and SUVs.

6. Video Retrieval Process

Detailed explanation of how District personnel locate, review, and export recorded video after a vehicle returns to the bus barn.

7. Installation Plan

Proposed installation process, estimated installation time per vehicle, number of vehicles that can be installed concurrently, anticipated vehicle downtime, staffing, wiring practices, quality-control process, and testing process.

8. Project Schedule

Equipment lead time, anticipated start date, installation duration, training schedule, and estimated completion date.

9. Training Plan

Training format, duration, topics, materials, and ongoing training options.

10. Warranty and Support

Complete warranty information, technical-support procedures, local or regional service availability, parts availability, repair timelines, and extended warranty options.

11. Data Privacy and Security Response

Written response addressing FERPA, student-data protection, local storage, user access, encryption, third-party access, remote access, subprocessors, vendor access, service procedures involving storage media, breach response, data ownership, retention, deletion, and any AI, analytics, facial-recognition, biometric, or secondary-use functionality associated with the proposed system.

12. Pricing

Completed itemized pricing as required by this RFP, including the \$75,000 budget scenario and five-year total cost of ownership.

13. Exceptions

A clearly identified list of any exceptions to the technical, contractual, privacy, installation, warranty, or other requirements of this RFP.

Failure to identify an exception may be considered acceptance of the applicable requirement.

14. Legal and Business Documentation

W-9, certificate of insurance or evidence of insurability, certificate of good standing if applicable, and any other documents requested by the District before award or contract execution.

MANDATORY REQUIREMENTS

The District may review proposals for compliance with mandatory requirements before conducting weighted scoring.

Mandatory requirements include a hard-wired camera configuration; local onboard recording; no required cellular service for normal operation; no required cloud service for normal operation; manual/local video retrieval capability; ability to export video; complete pricing; required warranty and support information; disclosure of recurring fees; disclosure of data access and third-party services; and agreement to comply with applicable District privacy, contract, insurance, and procurement requirements.

The District reserves the right to determine whether a proposal is responsive when a proposed system materially deviates from a mandatory requirement.

EVALUATION CRITERIA

Responsive proposals are anticipated to be evaluated using the following weighted criteria:

Criteria	Weight
Overall system reliability, durability, and suitability for school transportation	25%
Video quality, passenger coverage, and ease and reliability of manual video retrieval and export	20%
Cost effectiveness, lifecycle cost, and fleet coverage achievable within the \$75,000 initial project budget	20%

Warranty, parts availability, technical support, and service capability	15%
Vendor experience and references	10%
Installation approach, training plan, and implementation schedule	10%

The District may use interviews, reference checks, demonstrations, written clarifications, or requests for additional technical information as part of the evaluation process.

Price will be considered together with quality, functionality, reliability, lifecycle cost, service, experience, and District operational needs.

The lowest proposed price will not automatically receive the award.

DISTRICT RIGHTS

The District reserves the right to reject any or all proposals; waive informalities, irregularities, or minor defects when determined to be in the District's interest and legally permissible; request clarification of any proposal; request additional information; verify references; inspect proposed equipment; request product demonstrations; negotiate with one or more vendors within the scope of the solicitation; reduce or increase quantities within available funding; select optional equipment; reject proposed substitutions; cancel the solicitation; reissue the solicitation; and award the contract or purchase to the responsible qualified vendor whose proposal is determined to provide the best overall value and serve the best interests of the District, subject to applicable District policy and approval requirements.

No vendor shall acquire a right to award or reimbursement of proposal costs by submitting a response.

CONTRACT REQUIREMENTS

The successful vendor may be required to enter into a written agreement with the District.

The final contract shall be subject to District review and approval.

Vendor standard terms and conditions shall not supersede District requirements or applicable law.

Any required vendor agreement, software license, end-user license agreement, privacy agreement, hosted-service agreement, or other terms shall be submitted with the proposal for District review.

The District will not be bound by click-through, browse-wrap, embedded electronic, or subsequently presented terms that have not been reviewed and accepted by an authorized District representative.

Contract terms shall comply with applicable Colorado law and District policy, including applicable restrictions on indemnification, binding arbitration, limitation of liability, student-data privacy, and other prohibited contract provisions.

INSURANCE

Before final award or commencement of work, the successful vendor shall provide evidence of liability insurance and, when applicable, workers' compensation insurance in amounts and forms acceptable to the District.

The District may require additional insurance appropriate to vehicle installation, technology, cybersecurity, privacy, or professional services based on the final scope and contract review.

BACKGROUND CHECKS AND STUDENT CONTACT

Installation is expected to occur primarily in District transportation facilities and on District vehicles.

Vendors shall identify whether vendor personnel are expected to have direct contact with students.

If vendor personnel will provide direct services to students or otherwise fall within applicable District or statutory background-check requirements, the vendor shall comply with all applicable criminal-background-check requirements at the vendor's expense.

The District may establish access restrictions, work schedules, escort requirements, identification requirements, or other safety procedures for vendor personnel working on District property.

SAFETY AND DISTRICT OPERATIONS

Vendor personnel shall comply with applicable District safety rules, transportation-facility requirements, vehicle safety requirements, and reasonable directions of District staff.

The vendor shall coordinate installation so vehicles remain available for transportation service according to the approved project schedule.

Vendors shall immediately report damage to District vehicles or property resulting from installation activities.

PUBLIC RECORDS AND CONFIDENTIALITY

Proposals submitted to the District may be subject to public inspection or disclosure under applicable Colorado public-records requirements.

Vendors shall clearly identify information they believe is confidential, proprietary, or otherwise protected from disclosure and provide the basis for such designation.

The District does not guarantee that information identified by a vendor as confidential will be exempt from disclosure.

Vendors should not include unnecessary confidential information in their proposals.

The District will make public-records determinations in accordance with applicable law and District procedures.

EQUITY, ACCESSIBILITY, AND DISTRICT VALUES

The District expects vendors to conduct business fairly, professionally, and respectfully and to support safe and inclusive environments for students, staff, families, and community members.

Training materials, user documentation, and support resources should be reasonably accessible to District staff.

Vendors shall identify any accessibility limitations associated with required software or video-viewing applications.

PROCUREMENT INTEGRITY AND CONFLICTS OF INTEREST

Vendors shall disclose any actual or potential conflict of interest involving the vendor, its employees, subcontractors, representatives, or District personnel.

Vendors shall not offer gifts, compensation, favors, or other items intended to improperly influence the procurement process.

The District may reject a proposal or terminate an award when a material conflict of interest or procurement-integrity issue is identified.

QUESTIONS AND ADDENDA

Questions regarding this RFP shall be submitted to Jim Mulcey, jmulcey@lakecountyschools.net.

Responses that materially affect the solicitation may be provided through a written addendum.

Vendors are responsible for reviewing all issued addenda before submitting a proposal.

Oral statements shall not modify the requirements of this RFP unless confirmed in a written addendum issued by the District.

PROPOSAL SUBMISSION INSTRUCTIONS

Submit proposals labeled “School Transportation Vehicle Camera Systems RFP” to Jim Mulcey, jmulcey@lakecountyschools.net.

Late proposals may be rejected.

Proposals shall remain valid for at least 90 days following the submission deadline unless the vendor states a longer validity period.

ANTICIPATED PROCUREMENT SCHEDULE

RFP issued – 9/10/26

Deadline for vendor questions – 9/25/26

District responses/addendum – 10/16/26

Proposal submission deadline – 10/30/26

Anticipated notice of intent to award – 11/13/26

Anticipated installation period – 12/1/26 – 3/31/27

Dates are estimates and may be changed by the District.

AWARD

The District anticipates selecting one preferred vendor and camera platform.

Final award will be subject to completion of the District’s evaluation process, any required demonstration, reference checks, verification of pricing, available budget, insurance, contract review, and all required District approvals.

A notice of intent to award, recommendation, evaluation result, or vendor ranking does not create a binding contract.

No work shall begin until the District issues an authorized purchase order or executes a written contract, as applicable.

FUTURE PURCHASES

Any future purchase will be subject to available funding, District needs, applicable procurement requirements, and appropriate authorization. Inclusion of future pricing in this RFP does not guarantee additional purchases.

Appendix A

Priority	Vehicle ID	Model Year	Make	Model	Passenger Capacity
1	B-3	2010	Thomas	65 Pass Bus	65
2	B-20	2012	Thomas	65 Pass Bus	65
3	B-21	2013	Thomas	65 Pass Bus	65
4	B-22	2013	Thomas	45 Pass Bus	45
5	AB-3	2026	Bluebird	15 Pass Bus	15
6	AB-2	2023	Thomas	15 Pass Bus	15
7	AB-1	2019	Thomas	Minotaur 14 Pass Activity Bus	14
8	B-26	2023	Integrated	CE 65 Pass Bus	65
9	HDST-1	2022	IC	3000 28 Pass Bus	28
10	HDST-2	2022	IC	3000 28 Pass Bus	28
11	B-23	2016	Freightliner	36 Pass Bus	36
12	B-24	2020	Integrated	77 Pass Bus	77
13	B-25	2022	Integrated	CE 65 Pass Bus	65
14	B-27	2025	Thomas	C2 66 Pass Bus	66
15	B-5	2009	International	65 Pass Bus	65
16	B-16	2009	Thomas	59 Pass Bus	59
17	Exp-7	2021	Ford	Expedition	7
18	Exp-9	2023	Ford	Expedition	7
19	Car 3	2009	Subaru	5 Pass Forester	5
20	Escape	2019	Ford	Escape SE	4