



## **Door Access Control and Guest System REQUEST FOR PROPOSAL (RFP)**

Inquiries and requests regarding this RFP should be directed to:

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Halifax County Schools

RE: New K-8 School

9525 Highway 301 South

## 1. Project Scope

Halifax County Schools requires the installation of a comprehensive access control, motion detection, and video surveillance system at the New K-8 School campus. The objective of the access control system is to provide schedulability, controllability, and monitoring of the selected doors. The objective of the video surveillance system is to provide real-time monitoring and recording capabilities to ensure the safety of students, staff, and property. The system will be cloud-based, enabling efficient storage, management, and access to video footage. The system should include advanced search features, such as people search with pictures, for fast and accurate retrieval of recorded content. The system must seamlessly integrate with the existing school system's access control system and video surveillance system. All cabling, equipment, programming, and licensing must be included in the proposal. Cabling will be installed in pathways and boxes provided by others. The drawings included with this RFP shall be utilized in conjunction with this document.

## 2. Project Overview

This project is seeking competitive proposals for technology hardware equipment.

### **Location where services are requested:**

Please see the billing and delivery item 7 in this document.

**Estimated items requested:** (These numbers are estimates. Please provide a cost for each item.)

Please ensure that the itemized costs are clear and comprehensive, specifying the price per device or unit for each component of the system. Additionally, if there are any ongoing maintenance or support costs associated with the system, please provide details and separate them accordingly.

Type	Numbers
Door access control with card reader	23
Door access control without card reader	8
Cameras	60
Motion Detectors	16
Video Intercom (primary and secondary station)	1
Panic Button	1

## 3. Technical Requirements

### 3.1. Door Access Control System:

- a. Each door should support real-time monitoring and logging of access events, including date, time, and user identification (where applicable).
- c. The system should have the ability to provide remote access control management, allowing authorized personnel to monitor and control door access from a central location.
- d. Integration with surveillance cameras should be seamless, allowing for synchronized video monitoring and recording.
- e. The panic button at the receptionist shall lock all doors in compliance with NCGA Session Law 2013-360.

### 3.2. Surveillance Cameras:

- a. Indoor and outdoor surveillance cameras should be provided where indicated on the drawings.
- b. The cameras should support high-resolution video capture (minimum 4K), ensuring clear and detailed footage.
- c. Night vision capabilities should be available for outdoor cameras, ensuring visibility in low-light conditions.
- d. The cameras should have a wide field of view, capturing a sufficient area around the entrances and exits.
- e. Integration with the access control system should allow for synchronized monitoring, triggering video recording upon access events.
- f. The system should support cloud-based storage of video footage, providing efficient storage and easy access to recorded content.
- g. Video footage should be securely stored and protected from unauthorized access.

### 3.3. Motion Detection System:

- a. The motion detection system shall utilize detectors as indicated on the drawings.
- b. The detectors shall be 360 degree with a minimum 45ft range.
- c. The system shall integrate with the video surveillance system for synchronized monitoring, triggering video recording upon event trigger.

### 3.4. Cloud-Based System:

- a. The access control and surveillance system should be cloud-based, allowing for centralized management and access from any authorized device with internet connectivity.
- b. The cloud platform should provide secure storage of video footage and access control data, with appropriate backup and redundancy measures.
- c. It should support scalable storage options to accommodate the growing amount of data

generated by the system.

d. The system should provide a user-friendly web-based interface for administrators to manage access control settings, view live video feeds, and retrieve recorded content.

e. Advanced search features, such as people search with pictures, should be available to enable fast and accurate retrieval of recorded content.

### **3.4 Advanced Search Features:**

a. People Search with Pictures:

- The system should incorporate facial recognition or image matching technologies to enable people search using pictures.
- It should allow administrators to upload images of individuals of interest and quickly search for matches within the recorded video footage.
- The search results should provide relevant timestamps and video segments where the identified individuals appear.

b. Fast Search Capabilities:

- The system should provide efficient search functions based on various parameters, including time, date, camera location, and specific events.
- Users should be able to easily navigate through recorded content and quickly locate relevant video segments.
- The search interface should be user-friendly, intuitive, and provide responsive results.

c. Metadata Tagging:

- The system should support the tagging of video footage with additional metadata to enhance search accuracy and organization.
- Administrators should have the ability to assign tags, such as camera location, incident type, or specific keywords, to video segments.
- The tagged metadata should be searchable, allowing users to filter and refine search results based on specific criteria.

d. Intelligent Analytics:

- Optional integration with video analytics tools should be available to enhance security monitoring and search capabilities.
- Video analytics features may include object tracking, motion detection, or abnormal behavior recognition.
- The system should provide alerts or notifications based on predefined rules or triggers identified by the video analytics algorithms.

### **3.5. Deliverables:**

a. Installation and Configuration:

- Installation of the systems outlined, including hardware, software, and integration services.
- Configuration and setup of surveillance indoor and outdoor cameras.

- Implementation of a cloud-based storage and management system for video footage.
- Testing and verification of system functionality.

b. Implementation Plan:

- Proposed timeline for the installation and implementation of the system.
- Coordination with the general contractor (Bordeaux Construction) on scheduling of installation.
- Plan for system testing, commissioning, and training of school staff.

c. User Training and Documentation:

- Training sessions for designated personnel on system operation, video retrieval, and management.
- Comprehensive documentation, including user manuals and troubleshooting guides.

d. Ongoing Support and Maintenance:

- Post-installation technical support for the surveillance system.
- Regular maintenance and software updates to ensure system performance and security.

### 3.5 Constraints:

- Compliance with applicable privacy laws and regulations regarding video surveillance.
- Budgetary considerations for the procurement, installation, and maintenance of the system.
- Timely completion of the project within the specified timeframe.

Please note that this project scope and technical requirements are provided as a starting point. It is advisable to consult with security experts, system integrators, and relevant stakeholders to tailor the specifications to the specific needs and constraints of HCS.

## 4. Pricing

Prices quoted shall include an itemized description by materials, labor, and other expenses. Any delivery and installation charges should be clearly defined as separate line items. A total proposal dollar amount must be entered in the appropriate section of the proposal form before signing and submitting the proposal.

## 5. RFP Timeline

Date	Description
March 10, 2025	RFPs available to vendors
Mar 24, 2025	Deadline for the proposal submission

Apr 7, 2025	Best solution will be awarded by HCS Board of Education
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## 6. Evaluation Criteria

Selection will be based upon technical quality, project management, costs, and system features. The evaluation criteria will consider the following factors:

Weighted Price Performance table:

Price	40%
Product Specifications/Performance	30%
Product Support and Warranty	10%
Delivery Timeline	10%
References	10%
<b>Total Score</b>	<b>100%</b>

1. Bidder's total proposed price
2. Product quality/appropriateness/compatibility/performance
3. Bidder's qualifications/experience
4. Bidder's support/service
5. Bidder's warranty/maintenance

HCS reserves the right to seek clarification of any or all bidders to assist in the evaluation process. All bidders are advised that they do not have any communications with HCS during the evaluation of the bids unless HCS contacts the bidder for the purpose of seeking clarification.

Specifications Sheets: The Vendor must provide specification sheets (soft copies) for devices and software proposed. An electronic copy of these specifications sheets would suffice.

## 7. Billing and Delivery

Each vendor needs to mention the delivery schedule in their proposal. Docks are not located at the school. Each vendor should make their delivery plan accordingly. Once the vendor receives a purchase order from HCS, all products and softwares subjected in this RFP should be delivered to the addresses with the quantities shown in the table below in **6 weeks**.

School Name	Billing and Delivery Address
Eastman Leadership Academy	<b>Billing: PO Box 373 Halifax, NC 27839</b> <b>Delivery: 20212 Hwy 48 Enfield , NC 27823</b>

## 8. References

Each vendor should give at least three (3) references with contact information. (Company Name, Address, Contact Person (Name, Title, Phone Number, Email). HCS reserve the right to require a list of users of the exact item offered. HCS may contact these users to determine the acceptability of the quote.

## 9. Read, Review, and Comply:

It shall be the offeror's responsibility to read this entire document, review all enclosures and attachments, and comply with all requirements specified herein.

## 10. Notice of vendors:

HCS object to and will not evaluate or consider any additional terms and conditions submitted with this quote. It applies to any language appearing in or attached to the document as part of the offeror's response. DO NOT ATTACH ANY ADDITIONAL TERMS OR CONDITIONS. By execution and delivery of this document, the offeror agrees that any additional terms and conditions, whether submitted purposely or inadvertently, shall have no force or effect.

## 11. Definitions:

**Vendor:** Company, firm, corporation, partnership, individual, etc., submitting to a Request for Quotes.

**Contract:** A contract generally intended to cover all normal requirements for a commodity for a specified period based on estimated quantities only.

## 12. Execution:

Failure to sign under the SIGNATURE section will render the quote invalid.

## 13. Time For Consideration

Unless otherwise indicated on the first page of this document, the offer shall be valid for 45

days from the date of the quote opening. Preference may be given to quotes allowing not less than 45 days for consideration and acceptance.

#### 14. Prompt Payment Discounts:

Vendors are urged to compute all discounts into the price offered. If a prompt payment discount is offered, it will not be considered in the award of the contract except as a factor to aid in resolving cases of identical prices.

#### 15. Non-Indebtedness Statute as Contract Item:

Vendors should include General Statute 115C-218.105 item in their proposed quote and the contract. It is a must. If this item is not included in the vendor's proposed quote and the contract, the proposal will be considered invalid.

**“General Statute 115C-218.105:** No indebtedness of any kind incurred or created by the charter school shall constitute an indebtedness of the State or its political subdivisions, and no indebtedness of the charter school shall involve or be secured by the faith, credit, or taxing power of the State or its political subdivisions.”

#### 16. Transportation Charges:

All transportation/freight charges must be incorporated in the bid price and not as a separate item.

#### 17. Specifications:

Any deviation from specifications indicated herein must be clearly pointed out; otherwise, it will be considered that items offered are in strict compliance with these specifications, and the vendor will be held responsible, therefore. Deviations shall be explained in detail. The vendor shall not construe this paragraph as inviting deviation or implying that any deviation will be acceptable.

#### 18. Clarifications and Interpretations:

Any and all questions regarding this document must be addressed to the purchaser named on the cover sheet of this document. Do not contact the user directly. Any and all revisions to this document shall be made only by written addendum from the Purchasing Department, HCS. The vendor is cautioned that the requirements of this quote can be altered only by written addendum and that verbal communications from whatever source are of no effect.



## 19. Acceptance and Rejection:

HCS reserve the right to reject any and all quotes, to waive any informality in quotes and, unless otherwise specified by the vendor, to accept any item in the quote. If a unit price or extended price is obviously in error and the other is obviously correct, the incorrect price will be disregarded.

## 20. Award of Contract:

Qualified quotes will be evaluated, and acceptance may be made of the best quote most advantageous to the HCS as determined upon consideration of such factors as: prices offered; the quality of the articles offered; the general reputation and performance capabilities of the vendors; the substantial conformity with the specifications and other conditions set forth in the quote; the suitability of the articles for the intended use; the related services needed; the date or dates of delivery and performance; and such other factors deemed by the HCS to be pertinent or peculiar to the purchase in question. Unless otherwise specified by the HCS or the offeror, the HCS reserves the right to accept any item or group of items on a multi-item quote. Award of contract will be indicated by the issuance of a signed Purchase Order. In addition, HCS reserves the right to make partial, progressive or multiple awards: where it is advantageous to award separately by items; or where more than one supplier is needed to provide the contemplated requirements as to quantity, quality, delivery, service, geographical area; other factors deemed by HCS to be pertinent or peculiar to the purchase in question.

## 21. Confidential Information:

As provided by statute and rule, HCS will consider keeping trade secrets which the vendor does not wish disclosed confidential. Each page will be identified in boldface at top and bottom as "CONFIDENTIAL" by the vendor. Cost information shall not be deemed confidential. In spite of what is labeled as a trade secret, determination whether it is or not will be determined by the North Carolina law.

## 22. Taxes:

Any applicable taxes shall be invoiced as a separate item.

## 23. Miscellaneous:

Masculine pronouns will be read to include feminine pronouns, and the singular of any word or phrase shall be read to include the plural or vice versa.

## 24. Qualification:

Person or entity making an offer should have all necessary state-required licenses, certificates, or any other papers or qualifications deemed necessary to complete the job.

## 25. Signatures

In compliance with this Request for Proposal, any addenda thereto, and subject to all terms, conditions, and provisions thereof, the undersigned offers and agrees, if the Bid is accepted, to furnish any or all of the items listed herein at the price and terms stated.

By executing this proposal, I certify that this proposal is submitted competitively and without collusion (G.S. 143-54), that none of our officers, directors, or owners of an unincorporated business entity has been convicted of any violations of Chapter 78A of the General Statutes, the Securities Act of 1933, or the Securities Exchange Act of 1934 (G.S. 143-59.2), and that we are not an ineligible vendor as set forth in G.S. 143-59.1. False certification is a Class 1 felony.

Failure to execute/sign a proposal prior to submission shall render the proposal invalid. Late proposals are not acceptable.

Vendor - Company Name	
Vendor - Company Federal ID	
Vendor - Company Address	
Authorized Person Signature	
Authorized Person Full Name	
Authorized Person Title	
Authorized Person Email Address	
Authorized Person Phone Number	
Authorized Person Mailing Address	