

## ADMINISTRATIVE REPORT

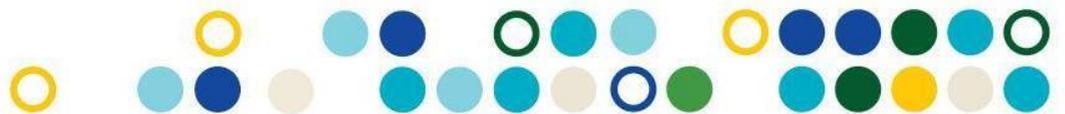
**DATE:** July 13, 2023  
**TOPIC:** #5.11 - Camera and Intercom Installation RFP  
**PRESENTER:** Dan Pyan - Executive Director of Finance and Operations  
**REFERENCE TO POLICY/STATUTE:** Policy 701

### A. PURPOSE OF REPORT

- a. South Washington County Schools issued a request for proposals (RFP) for Verkada camera and intercom install, implementation and configuration services.
  - A total of 1 bids was received before the closing of the bid window
  - Bid evaluation was completed in the first week of July 2023.

### B. RECOMMENDATION

- a. Administration is recommending board approval of the bid proposal from Computer Integrations Technologies (CIT) in Woodbury Minnesota. The evaluation of the proposal from CIT was complete and meets all components of the design requested.



# Bid Log

For the Verkada camera and intercom install, implementation and configuration services RFP, the bid acceptance deadline was 3:30 PM on June 30th 2023. The South Washington County Schools operations team met in the Technology Conference room of the District Service Center to open bid packets at 3:45 on June 30th 2023. The goal of the opening meeting was to verify that bids arrived on time, were intact, and contained all required elements.

Company	Delivered	Via	Proposal	Bid Bond	Complete
CIT	6/30 @ 12:38pm	Drop off	Yes, complete	Yes	Yes

# Bid evaluation

The South Washington County Schools Systems and operations teams met several times between the first week of July 2023 to complete the following evaluation of proposals.

Bid	Total	Cost	Vendor Experience	Scope met	Vendor Qualification	TOTAL
		40	30	20	10	
CIT	\$833,975.00	40	30	20	10	100/100

