

Request for Proposal (RFP) for Phase 1 of Door FOB Project at Lakeview Middle High School

RFP No.: 2024-2025 Grant

Issue Date: 10/15/2024

Response Due Date: 10/31/2024

1. Introduction

Lakeview Middle High School is seeking proposals from qualified vendors for Phase 1 of the Door FOB Project. This phase includes the installation and retrofit of internal classroom doors with FOB-controlled hardware to enhance security across 30 classrooms.

2. Project Overview

Location:

Lakeview Middle High School
2482 Mercer Street
Stoneboro Pa 16153

Scope of Work:

- Retrofit and install FOB-card access system hardware on 30 internal classroom doors.
- Ensure compatibility with existing Video Insight Monitor Cast solution.
- All vendor supplied hardware must be HID compliant with card access systems using RFID technology.
- The system should connect wirelessly through vendor supplied network hubs for seamless operation.
- Vendor will supply all necessary equipment and materials.
- Installation and configuration to ensure proper functionality and security.

3. Proposal Requirements

Proposals should include the following components:

A. Company Information

- Name of the company.

- Address, phone number, and email.
- Brief company history and experience with similar projects.

B. Project Approach

- Detailed methodology for installation and retrofit of the doors.
- Timeline for project completion.
- Description of equipment and materials to be used, including specifications for HID compliant FOBs.

C. Cost Proposal

- Itemized cost breakdown (equipment, labor, configuration, etc.).
- Payment terms and conditions.

D. References

- At least three references from previous clients for similar work.

E. Licenses and Insurance

- Proof of all necessary licenses and permits.
- Evidence of liability insurance.

4. Timeline

- **RFP Release Date:** 10/14/2024
- **Proposal Submission Deadline:** 10/31/2024
- **Contract Award Date:** 11/1/2024
- **Project Start Date:** ASAP
- **Project Completion Date:** 3/30/2024

5. Evaluation Criteria

Proposals will be evaluated based on:

- Experience and qualifications of the vendor.
- Completeness and clarity of the proposal.
- Cost-effectiveness of the bid.
- Timeline and ability to meet project deadlines.
- Quality of references and past performance.

6. Submission Instructions

Please submit your proposal electronically to Assistant to the Superintendent, Dr. Julie M. Lyon: J_Lyon@Lakeview.k12.pa.us by 10/31/2024. Late submissions will not be considered. For any questions or clarifications, contact Chris Heck at 724-376-7911 Ext 6127 or c_heck@lakeview.k12.pa.us

7. Additional Information

Lakeview Middle High School reserves the right to reject any or all proposals and to negotiate terms with the selected vendor. The School District is committed to diversity and encourages participation from minority and women-owned businesses.

Thank you for your interest in this project. We look forward to your proposal.