INVITATION TO BID (ITB) Verkada Cloud-Managed Door Access Control System

ITB No. ECSD: 10.25

Project Name: Integrated School Door Access Control and Management System (Verkada Platform)

Invitation to Bid Released: Friday, October 3, 2025

Deadline for Submission: Thursday, October 30, 2025 - 12:00 PM

Walkthrough: Mandatory site visit on Thursday, October 16th at 11:00 AM Elbert County High School and Elbert County Primary School to follow

Elbert County Comprehensive High School
600 Abernathy Circle
Elberton, GA 30635

Project Location(s): Elbert County Comprehensive High School (ECCHS) and Elbert County Primary School (ECPS)

1. PROJECT SCOPE & MANDATORY REQUIREMENTS

The Elbert County School District (ECSD) is seeking bids for the provision, installation, configuration, and ongoing support of a complete, turnkey electronic door access control system. The system MUST be the Verkada Access Control platform.

1.1. Mandatory Vendor Qualifications

- Bidders must be an Authorized Verkada Dealer/Integrator and provide a copy of their current certification.
- Bidders must provide at least three (3) relevant and positive references for K-12 school access control installations within the past 3 years. One reference must be from a school within 150 miles of Elberton, GA.
    - References should include- Name of project, Date of project, Contact name, and contact's phone number.
- Bidders must provide a copy of and maintain general liability and workers' compensation insurance.
- Bidders must be able to provide onsite technical support if needed within a 24 hour time frame

1.2. Mandatory System Requirements (Verkada Hardware) The system must meet the following minimum specifications:

- Architecture: Cloud-managed, minimizing on-site server infrastructure.
- Controllers: Must support PoE-powered installation and manage at least 4 doors per device.
- Readers: Must support encrypted smart cards (MIFARE DESFire EV1/EV2 or equivalent) and mobile credentials.
- Features: Must include centralized management, real-time monitoring/alerts, event history/reporting, and end-to-end encryption.

2. BID SUBMISSION REQUIREMENTS

Proposals must be submitted in a sealed envelope clearly marked **"Access Control System ITB 10.25"** and received by 12:00 pm on Thursday, October 30, 2025. Submissions may be mailed or hand delivered to the Elbert County Board of Education- 50 Laurel Drive, Elberton, GA 30635.

2.1. Required Submission Documents

1. **Vendor Qualifications:** Proof of Verkada authorization and three (3) K-12 references mentioned in section 1.1.
2. **Technical Compliance Statement:** Detailed specifications of proposed Verkada models, confirming compliance with all requirements in Section 1.2.
3. **Project Plan:** A detailed timeline and work plan, ensuring minimal disruption to the school day.
4. **Training and Support:** Details on user training, warranty, and guaranteed support response times.
5. Bidders MUST provide a detailed, itemized cost breakdown. **Do not include sales tax** as ECSD is tax exempt.
    - Hardware and Licensing Costs (Per item).
    - Installation and Labor Costs.
    - Annual Recurring Software/Licensing Subscription Costs (Per year for a minimum of 5 years).
    - **TOTAL ALL-INCLUSIVE BID AMOUNT (5-Year Cost)**.

3. EVALUATION AND CONTRACT TERMS

- **Award**: The contract will be awarded to the lowest responsive and responsible bidder that meets all mandatory technical specifications.
- **Warranties**: Full manufacturer warranties are required.
- **Delivery**: All prices must include delivery to the specified locations.

4. CONTACT AND SITE VISIT INFORMATION

Submission Address:

Elbert County Board of Education
50 Laurel Drive
Elberton, GA 30635
ATTN: Clint Winter
ITB 10.25

Technical Questions: All technical questions and correspondences should be conducted through email and directed to **clint.winter@elbert.k12.ga.us**. Answers to these questions will be posted on the Elbert County School District Invitation to Bid Website located at -

https://www.elbert.k12.ga.us/ecsd-board-of-education/invitation-to-bidrfprfq.

Onsite Visit: Mandatory site visit on Thursday, October 16th at 11:00 AM Elbert County High School and Elbert County Primary School to follow

Elbert County Comprehensive High School
600 Abernathy Circle
Elberton, GA 30635

Elbert County Primary School
1088 Ruckersville RRoad
Elberton, GA 30635