

Westport Public Schools – Personal Duress Security System Installation at Staples High School

26-014-RFP-Addendum No. 1

Original Issue Date: 12/11/2025

Changes to Request for Proposal

| | | |
|----|---------------|------|
| 1. | MODIFY | None |
| 1. | ADD | None |
| 1. | DELETE | None |

Proposal Questions

Question #1 Has a specific manufacturer of surveillance equipment been determined for this project?

Response **No, a specific manufacturer or equipment supplier has yet to be determined**

Question #2 Can you please advise of how granular you would like the system to be? Would you like the exact room location of when a wireless duress button is activated?

Response **Yes, the expectation is that the fob device, once activated, will pinpoint the exact location of the call origin within the facility**

Question #3 Would you like us to include the (300) wireless transmitters with our response? If so, can you elaborate on what they should look like/specifications

Response **Yes, as noted on the Bid Form the cost for (300) fobs is to be included as part of the pricing and these units are anticipated to be similar to a typical fob device. Also included shall be the costs for annual testing of the fob devices (prior to the start of each school year) and the anticipated replacement of 5% of fobs (15 total) annually.**

Question #4 Does the State of CT DAS certifications apply to this project?

Response **No, it does not**

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Question #5 Would Westport prefer single-year or multi-year maintenance subscription following the initial installation?

Response **The vendor shall provide on-going maintenance costs for the installed system, inclusive of any required software updates and/or patches, etc., for a 1-year, 3-year and 5-year option and as noted within the Revised Fee Proposal Form attached.**

Question #6 Who is the access control vendor?

Response **Securitas Electronic Security**

Question #7 Who is the lockdown system integrator?

Response **ITS (Integrated Technical Systems)**

Question #8 Will customer provide a pre-configured PoE port in the closest IDF for each gateway?

Response **No, the expectation is that this will be provided by the vendor**

Question #9 Could customer please clarify if the response should include any exterior coverage of service?

Response **Yes, this coverage should include the immediate vicinity of the school exterior property-which would include the rear playfields and the front tennis court locations.**

Question #10 How many years of service maintenance are to be included in the response of the RFP? Would this also include recurring costs (batteries, etc.)?

Response **See response to Question #5 above and note that recurring costs should also be included**

Question #11 Are scaled floor plans of the school available for reference?

Response **Yes, scaled drawings are available for review at the Facilities Offices. Please also find attached below the link to their existing CAD files on record:**

 [SHS CAD Files](#)

Question #12 Is the vendor to provide the following: IT racks; PoE switches; Fiber Aggregation Switch; AC power in all PoE rack locations; UPS Rack Units?

Response **Yes, these components are expected to be provided by the vendor**

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Question #13 Is there a fiber connection or VPN between the school and the Dispatch-PD Center or to the Superintendent’s office?

Response No

Question #14 Is Camera Integration with existing cameras an RFP Requirement?

Response This option is to be included as an alternate on the Revised Fee Proposal Form and vendor is to note what this requires

Question #15 What are the payment terms of the project?

Response The payment terms are flexible, but it is anticipated that invoicing will be processed on a monthly basis or thru progress billings- whichever approach makes the most sense and is agreed to by the vendor and the owner

Question #16 Is there a charge for the electrical permit?

Response No, as this cost is expected to be waived by the town

Question #17 Should the basement surrounding the MDF be included in the coverage zones? As well as the mechanical, boiler, and basement storage areas?

Response Yes, these spaces should be included as covered areas within the school

Question #18 Should we acquire our own IP address/service for this system?

Response Yes, if a public IP address is needed; and no, if a limited number of internal IP addresses are needed

Question #19 Should text and email alerts be sent to key contacts following each alarm?

Response Yes

Attachments

Westport Facilities Department Sign-in Sheet
Colliers Project Leaders Sign-in Sheet
Westport BOE School Calendar 2025-2026
Revised Bid Form

MEETING SIGN-IN SHEET



Town of Westport

Staples High School-Personal Duress Security System Installation

Pre-Bid Site Meeting

Thursday, December 18, 2025

| NAME | REPRESENTING | PHONE NO. | EMAIL ADDRESS |
|----------------|--------------------------|--------------|-----------------------------|
| JOHN KOPLAS | COLLIERS PROJECT LEADERS | 703-504-7877 | JOHN.KOPLAS@COLLIERSENG.ORG |
| TED HUNYADI | WESTPORT FACILITIES | 203-341-1271 | THUNYADI@WESTPORTPS.ORG |
| Cooper LeBlanc | CCi Voice | 203-544-4400 | Cleblanc@cci.tel |
| JOHN MZUERUENO | CMS | | Jmzueruend@cmstelco.com |
| ALOK SAIN | QUICKLERT | 723-993765 | ajain@quickert.com |
| Mark Ballar | TPC Systems | 603-209-0663 | Mark.Ballar@TPCSystems.com |
| Jeth Balabagno | Quickert | 262-488-7886 | J.Balabagno@Quickert.com |
| Rahul Rai | Quickert | 732-600-5027 | rrai@quickert.com |
| STOTE SANKHATI | ESC | 860-778-0847 | S.Sankhati@esccontrols.com |
| Greg Uobel | CMS | 203-678-1888 | guobel@cmstelco.com |
| Eric Meyer | -ll- | 203-678-7017 | emeyer@cmstelco.com |
| Den Brooks | -ll- | | dbrooks@cmstelco.com |
| Ali Slater | BLUUM | 480-908-8921 | ali.slater@bluum.com |
| Noah Sunde | NPS | 781-771-6972 | NSunde@Nat-Pro.com |
| | | | |
| | | | |



WESTPORT PUBLIC SCHOOLS 2025-2026 SCHOOL CALENDAR

- School in Session
- Teacher Professional Development
- Snow Dates
- BOE Meeting Dates

KEY DATES

- Aug 21, 22, 25** Professional Development
- Aug 26** First Day of School
- Sept 1** Labor Day
- Sept 23** Rosh Hashanah
- Oct 2** Yom Kippur
- Oct 8** Early Release/Professional Development
- Nov 4** Election Day – Professional Development
- Nov 26** Early Dismissal
- Nov 26-28** Thanksgiving Recess
- Dec 23** Early Dismissal
- Dec 24-Jan 4** Winter Recess
- Jan 9*** BOE Budget Meeting 8:30am-4:00pm
- Jan 19** Martin Luther King Jr. Day
- Feb 16** Presidents' Day
- Feb 16-20** February Recess
- Feb 23** Professional Development
- March 18** Early Release/Professional Development
- Apr 3** Good Friday
- April 13-17** Spring Recess
- May 25** Memorial Day
- June 15** Last Day of School (Early Release)
- June 19** Juneteenth

Students: 182 days Teachers: 187 days

There are 5 snow days built into the calendar. If there are no snow days students' last day will be June 15. In the event that additional make-up days are needed, District schools will use, in the following order: Monday, April 13; Tuesday, April 14; Wednesday, April 15; Thursday, April 16; Friday, April 17.

School Calendar Approved by the Board of Education: 3-7-24, revised 10-10-24

| July 2025 | | | | | | |
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| August 2025 | | | | | | |
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| 31 | | | | | | |
| September 2025 | | | | | | |
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| 28 | 29 | 30 | | | | |
| October 2025 | | | | | | |
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| 19 | 20 | 21 | 22 | 23 | 24 | 25 |
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| November 2025 | | | | | | |
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| December 2025 | | | | | | |
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| January 2026 | | | | | | |
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| February 2026 | | | | | | |
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| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| March 2026 | | | | | | |
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| 29 | 30 | 31 | | | | |
| April 2026 | | | | | | |
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| 26 | 27 | 28 | 29 | 30 | | |
| May 2026 | | | | | | |
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| 31 | | | | | | |
| June 2026 | | | | | | |
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| 28 | 29 | 30 | | | | |

EXHIBIT 1 – Fee Proposal Form

Revised January 5, 2026

Westport Public Schools
Personal Duress Security System Installation at Staples High School
26-014-RFP

Bid Due Date = Thursday, January 15, 2026, at 2:00 p.m. EST

| Scope of Work | Fee |
|---|------------|
| Bid Option 1A: Labor costs for hardwired radio frequency backbone based instant alert pendant system within the Staples High School and adjacent school perimeter | \$ |
| Bid Option 1B: Material costs for hardwired radio frequency backbone based instant alert pendant system within the Staples High School and adjacent school perimeter | \$ |
| Bid Option 2A: Labor costs for a wireless or cellular transmission alert pendant system within the Staples High School and adjacent school perimeter | \$ |
| Bid Option 2B: Material costs for a wireless or cellular transmission alert pendant system within the Staples High School and adjacent school perimeter | \$ |
| Provide 300 hand-held fob devices | \$ |
| ALTERNATES | |
| 1. Provide costs for annual testing of fob devices and replacement costs for 5% of total quantity (assume 15 total devices each year) | \$ |
| 2. Provide costs for on-going maintenance, inclusive of any required recurring costs, software updates and/or patches, for a 1-year agreement | \$ |
| 3. Provide costs for on-going maintenance, inclusive of any required recurring costs, software updates and/or patches, for a 3-year agreement | \$ |
| 4. Provide costs for on-going maintenance, inclusive of any required recurring costs, software updates and/or patches, for a 5-year agreement | \$ |
| 5. Labor and material costs for camera integration with the existing cameras (and list required scope of work) | \$ |
| Costs not addressed or included within the pricing breakdown above (be specific) | \$ |
| Reimbursable Expenses, if any, Not Included in Fees Above (be specific): | \$ |

Receipt Confirmation of Issued Addendum:

Addendum #1 _____

Dated _____

Print Name (Authorized Representative of Company)

Date

Signature (Authorized Representative of Company)

Date