

Request for Proposal

For

Wearable Panic Device

Raytown Quality Schools

Raytown, Missouri

June 15, 2026

Table of Contents

Table of Contents.....	1
1. PURPOSE.....	2
CONTACT INFORMATION.....	2
2. PROJECT OVERVIEW.....	2
3. SCOPE OF WORK.....	3
4. DISTRICT TERMS.....	3
Delivery.....	3
District's Responsibilities Regarding Service Requirements.....	4
Subvendors.....	4
Proposal Requirements.....	4
Payment and Retainage.....	5
Selection Process and Minimum Requirements.....	5
5. REQUIRED FUNCTIONAL REQUIREMENTS.....	5
Wearable Devices.....	5
Wireless Connectivity.....	6
Emergency Notification.....	6
Notify Designated School Personnel.....	6
Emergency Services Notification.....	6
Location Identification.....	7
Alert Management.....	7
Administrative Features.....	7
6. SECURITY REQUIREMENTS.....	8
7. TRAINING.....	8
8. SUPPORT.....	8
9. IMPLEMENTATION.....	8
10. OPTIONAL FEATURES.....	9
11. VENDOR QUALIFICATIONS.....	9
12. PRICING.....	11
13. PROPOSAL EVALUATION.....	12
14. PROPOSAL SUBMISSION.....	12
Section 1: Proposal Cover Sheet & Executive Summary.....	13
Section 2: Bid Acknowledgement and Exceptions.....	13
Section 3: Letter of Interest & Company Information.....	13
Section 4: Implementation Plan.....	13
Section 5: Training Plan.....	13
Section 6: Pricing Matrix.....	14

1. PURPOSE

The Raytown C-2 School District is soliciting proposals from qualified vendors to provide approximately **1,500 wearable emergency panic button devices** and an integrated emergency notification platform.

The purpose of this procurement is to improve emergency response capabilities by providing district employees with wearable devices capable of immediately initiating emergency notifications during life safety incidents.

The District seeks a turnkey solution that includes wearable devices, software licensing, implementation, training, support, and ongoing maintenance that meets all of the requirements of Alyssa's Law.

Bid Opening: June 30, 2026 at 1 p.m.
Attendance is NOT required

CONTACT INFORMATION

Questions regarding this RFP should be submitted to:

Matt Verlinden, Director of Technology
Email: matt.verlinden@raytownschools.org
Phone: 816-268-7122
Address: 10750 E. 350 Highway
Raytown, Missouri 64138

Technical Contact: Michele Reed, Server System Administrator
Email: michele.reed@raytownschools.org
Phone: 816-268-7137
Address: 10750 E. 350 Highway
Raytown, Missouri 64138

2. PROJECT OVERVIEW

The District requires a wearable panic button system that operates over the District's existing secure wireless network and provides immediate emergency notification to designated personnel and emergency responders in accordance with Alyssa's Law.

The system shall enable authorized staff members to discreetly activate an emergency alert from anywhere on campus where wireless coverage exists.

3. SCOPE OF WORK

The selected vendor shall provide:

- Approximately **1,500 wearable panic button devices**
- Central management software
- Cloud-hosted or on-premises management platform
- Integration with the District's wireless infrastructure
- Installation and configuration
- Administrator training
- End-user training
- Technical support
- Warranty
- Software updates
- Maintenance services
- Licensing for the Aruba Wireless controller for BLE asset tracking

4. DISTRICT TERMS

The District reserves the right to:

- Reject any or all proposals
- Waive informalities
- Request additional information
- Conduct interviews or demonstrations
- Negotiate with one or more vendors
- Award in the best interest of the District

Delivery

1. All materials and equipment quoted shall be delivered as agreed upon and directed by the Raytown Quality Schools Technology Support Services department.
2. All services provided shall be conducted as agreed upon and directed by the Raytown Quality Schools Technology Support Services department. No service shall be conducted prior to authorization.
3. The selected vendor shall have the responsibility to ensure that the products that are delivered to the District match the Bid and the specifications listed on the Purchase Order.
4. During the time between delivery and acceptance, Raytown Quality Schools cannot be held liable for any damages to or theft of any components. It will, therefore, be the responsibility of the vendor to obtain insurance against loss, theft and damage.
5. The vendor shall deliver the products directly to the building(s) specified. District shall notify the chosen vendor as to the location.
6. Raytown Quality Schools does not allow smoking or the use of any tobacco products within its facilities or any Raytown Quality Schools grounds. This applies to vendors and subvendors and their employees as well as Raytown Quality Schools personnel.

District's Responsibilities Regarding Service Requirements

Vendor must identify the exact tasks and/or equipment requirements that Raytown Quality Schools must satisfy and/or be responsible for regarding the service and delivery of equipment.

Subvendors

Subcontracting of any service requested under this proposal must be disclosed in the proposal response and agreed to by the District in advance of service initiation and start of work. Vendor must assume full responsibility for any subvendors and ensure any subvendor abides by all requirements of the proposal and service contract.

Proposal Requirements

1. Purchasing and payments shall be in accordance with Board policy DJF as outlined in administrative procedure DJF-AP1. This procedure can be found on the District website.
2. Proposals will be date and time-stamped upon receipt by the Raytown Quality Schools District.
3. The District will select the lowest or best proposal. The District reserves the right to design the evaluation criteria to be used in selecting the best proposal, including, but not limited to: price, value, quality of product, history of performance, recommendations and other qualities important to the District (see section 13).
4. The District reserves the right to waive minor technical defects in a proposal, reject any and all proposals, reject any part of a proposal, advertise for new proposals, or make the purchase on the open market if the product or service can be obtained at a better price.
5. The District reserves the right to provide the final contract for mutual consideration and agreement.
6. If the scope of the purchase changes substantially, the district will rebid the product or service unless otherwise provided in this procedure.
7. The Raytown School District reserves the right to separate, accept, or eliminate any item(s) listed under the Request for Proposal that it deems necessary to accommodate budgetary and/or operational requirements.
8. The District also reserves the right to not select any vendor or purchase any goods and services resulting from this Request for Proposal.
9. If the District elects to reduce the number of items from your original Proposal, please state your pricing conditions. It is expected that prices quoted in the response to this Proposal will not increase if additional products are purchased through April 30, 2027.
10. Pricing submitted shall remain firm and fixed through April 30, 2027. Escalation clauses or statements that pricing is subject to change may be grounds for determining the bid non-responsive.
11. Any Proposal may be withdrawn prior to the scheduled time for the opening of Proposals. Any Proposal received after the time and date specified shall not be considered.
12. Vendor proposals shall conform to the requirements listed in this Proposal, any amendments thereto, agreed-upon documented exceptions and schedules, and the final contract.
13. If the vendor takes exception to any of the requirements, describe the exception and give the details of any alternative offered. The School District shall judge the acceptability of any such alternatives.
14. Should any differences arise as to the meaning or intent of specifications in this document and amendments thereto, the School District's decision shall be final and conclusive.

15. Federal and State laws, Local ordinances and Board policies apply to contracted services. No portion of any master service agreement or contract may defy these laws, ordinances, and policies. Any such portion of a master service agreement or contract that does defy these laws, ordinances, and policies will be considered null and void.

Payment and Retainage

The District is exempt from sales tax and use taxes. Taxes shall not be listed in a bid/proposal/quote or on invoices. A copy of the letter exempting the District from paying these taxes is available from the District upon request by the vendor.

A payment schedule shall be decided on with the chosen vendor. Said schedule shall be part of the contract between the vendor and District. There shall be no hidden costs associated with this proposal or District orders. If the vendor foresees any additional or unexpected costs or charges to be made, these charges need to be explained in the proposal.

Purchasing and payments shall be in accordance with Board policy DJF as outlined in administrative procedure DJF-AP1. This procedure can be found on the District website.

Selection Process and Minimum Requirements

Each company must meet the following minimum qualifications (company may not use subvendors to fulfill any obligations within its contract).

- Vendor shall conform to the requirements listed in this request.
- The selected vendor(s) shall assign a project manager/point of contact to this project. This person shall become the central contact person for the vendor once the project begins.
- The selected vendor shall have the responsibility to ensure that the products that are delivered to District match the request and the specifications listed.
- If the vendor source reduces pricing, it is expected that this price reduction be passed on to the School District.
- Vendor must provide seven (7) total references.
 - Two (2) of the references need to be financial, either from a financial institution, or a distributor.
 - Five (5) of the references must be project references within the last two years, 3 of which are from school districts.

5. REQUIRED FUNCTIONAL REQUIREMENTS

The proposed solution shall include, at a minimum:

Wearable Devices

- Approximately 1,500 wearable panic buttons
- Lightweight and comfortable for all-day wear
- Lanyard, badge, clip, or wrist-worn options
- Water-resistant or waterproof
- Rechargeable or extended-life battery
- Battery status monitoring
- Device health monitoring
- Unique device identification

Wireless Connectivity

The system shall:

- Operate over the District's existing Wi-Fi network
 - The District has an Aruba 9240 Controller
 - Access Points are models 505, 515 and 514.
- Support WPA2 Enterprise and/or WPA3 Enterprise security
- Automatically reconnect after loss of connectivity
- Minimize network bandwidth usage
- Support roaming between access points without interruption

Emergency Notification

When activated, the panic button shall immediately:

Notify Designated School Personnel

The system shall send alerts through multiple communication methods, including:

- SMS text message
- Automated phone call
- Mobile application notification
- Desktop notification
- Email notification (optional)
- One-touch lockdown initiation

Recipients shall include:

- Building Principal
- Assistant Principal(s)
- School Resource Officer (if applicable)
- District Security Personnel
- Other designated administrators

Emergency Services Notification

The system shall support notification of:

- 911 Public Safety Answering Point (PSAP)
- Local law enforcement
- Emergency dispatch

The proposal shall clearly describe:

- How 911 notifications occur
- Whether the notification is automatic or configurable
- Compliance with local emergency communication requirements
- Any required third-party monitoring service
- Includes silent notification options in accordance with Alyssa's Law

Location Identification

The system shall identify:

- Building
- Floor
- Room number (preferred)
- Area within building (preferred)

The proposal shall explain:

- Accuracy of location determination
- Indoor positioning technology
- Mapping capabilities

Alert Management

The system shall provide:

- Real-time dashboard
- Alert acknowledgement
- Escalation if alerts are not acknowledged
- Alert cancellation

- Incident logging
- Historical reporting

Administrative Features

The system shall include:

- Web-based administrative portal
- User management
- Device assignment
- Device inventory
- Reporting
- Audit logs
- System health monitoring

6. SECURITY REQUIREMENTS

The proposed solution shall:

- Meet the requirements of Alyssa's Law
- Encrypt data in transit and at rest
- Meet current cybersecurity best practices
- Support role-based access
- Maintain audit logs
- Support multi-factor authentication for administrators
- Comply with applicable student and employee privacy laws

7. TRAINING

Vendor shall provide:

- Administrator training
- Staff training
- Training materials
- Online resources
- Refresher training options

8. SUPPORT

Vendor shall provide:

- Technical support
- Software updates
- Firmware updates

- Replacement devices
- Warranty information
- Service Level Agreement (SLA)

Please identify:

- Support hours
- Emergency response times
- Escalation procedures

9. IMPLEMENTATION

Vendor shall provide a detailed implementation plan including:

- Project timeline
- Installation schedule
- Device deployment
- System testing
- User acceptance testing
- Go-live support

10. OPTIONAL FEATURES

The District encourages vendors to include optional capabilities such as:

- Indoor GPS or BLE location tracking
- Integration with access control systems
- Integration with security cameras
- Integration with mass notification systems
- Mobile application
- Geofencing
- Silent alarms
- Two-way communication
- Staff accountability during emergencies
- Visitor panic buttons
- AI-assisted threat detection
- Integration with school safety platforms
- Work with Aruba mapping to develop interactive maps

11. VENDOR QUALIFICATIONS

Proposals shall include:

- Company history
- Years in business
- Experience with K-12 school districts
- Number of similar installations
- Vendor must provide seven (7) total references.
 - Two (2) of the references need to be financial, either from a financial institution, or a distributor.
 - Five (5) of the references must be project references within the last two years, 3 of which are from school districts.
- Financial stability
- Vendor Proposals shall conform to the requirements listed in this Proposal.

The selected vendor shall have the responsibility to ensure that the products that are delivered to the District match the Proposal and the specifications listed on the Purchase Order.

1. The vendor shall have responsibility for any damage incurred during transit.
2. The selected vendor shall not increase the pricing listed in this Proposal through April 30, 2027. If vendor sources reduce pricing, it is expected that this price reduction be passed on to the District.
3. Pricing submitted shall remain firm and fixed through April 30, 2027. Escalation clauses or statements that pricing is subject to change may be grounds for determining the bid non-responsive.
4. The vendor must provide shipping information and projected delivery dates for all orders placed. Tracking information will be required in advance of delivery, as soon as possible to accommodate District warehousing requirements.
5. The vendor should accommodate invoice billing, allowing the district to call or email in an order without a generated PO.

Vendors may withdraw their proposal(s) at any time prior to June 30, 2026, 1:00 pm CST. If withdrawing, notify Matt Verlinden, in writing (or email), as soon as possible. New Proposals received after June 30, 2026, 1:00 pm CST shall not be considered.

12. PRICING

Provide detailed pricing, including:

- Wearable devices (1500)
- Software licensing
- Implementation
- Installation
- Training
- Annual maintenance

- Optional services
- Replacement device pricing
- Extended warranty options

Please identify any recurring annual costs. Please submit this in matrix form.

Item Description	Manufacturer	Model Number	Individual Price	Estimated Quantity	Total
Wearable devices					
Software licensing					
Implementation					
Installation					
Training					
Annual maintenance					
Optional services					
Replacement device pricing					
Extended warranty options					
				Bid Total	

13. PROPOSAL EVALUATION

Each company must meet the following minimum qualifications.

- Vendor shall conform to the requirements listed in this request.
- The selected vendor(s) shall assign a project manager/point of contact to this project. This person shall become the central contact person for the vendor once the project begins.
- The selected vendor shall have the responsibility to ensure that the products that are delivered to the District match the request and the specifications listed.
- If the vendor's source reduces pricing, it is expected that this price reduction be passed on to the School District.

- Vendor must provide seven (7) total references.
 - Two (2) of the references need to be financial, either from a financial institution, or a distributor.
 - Five (5) of the references must be project references within the last two years, 3 of which are from school districts.

Proposals may be evaluated using criteria including:

Criteria	Weight
Functional Requirements	30%
Technical Solution	20%
Vendor Experience	15%
Implementation Plan	10%
Support & Training	10%
Cost	15%

14. PROPOSAL SUBMISSION

In order to be considered, two (2) sealed copies of the proposal, one marked as “Original”, one marked as “Copy”, must be received by Raytown Quality Schools at the address stated by the following date and time: The Proposal should contain the following sections in the order presented below. Proposals that do not include these sections may be considered non-responsive and, as such, may not be considered:

1. Proposal Cover Sheet & Executive Summary
2. Bid Acknowledgement and Exceptions
3. Letter of Interest & Company Information
 - a. Profile and Experience
 - b. Staff
4. Implementation Plan
5. Training Plan
6. Support Plan
7. References & Litigation
8. Pricing Matrix
9. Exceptions and Additional Requirements (if any)

Section 1: Proposal Cover Sheet & Executive Summary

Fill out completely the Proposal Cover Sheet, which is the last page of this document. Place the cover sheet as the first page of the Proposal that has been prepared for consideration.

Section 2: Bid Acknowledgement and Exceptions

The vendor shall acknowledge compliance with the requirements listed in this proposal and any amendments thereto.

Section 3: Letter of Interest & Company Information

The Proposal should be introduced with a letter of interest that includes a synopsis of the company's services and highlights the capacity to perform the work. The letter should be signed by the individual with contract signature authority for the company.

The letter of interest should also contain the company's contact information, outline the company's history, the scope of services offered, the size of the company and location. Additional details should be included that the company feels may elaborate on the company's profile and experience.

List the experience and qualifications of any staff that will be assigned to the project. Name the person who will fill the role of the Project Manager/Sales Manager. Note any additional personnel who will be responsible for on-site activities once the project begins.

Section 4: Implementation Plan

The proposal must provide a comprehensive implementation strategy detailing how the vendor will collaborate with the District to execute the project. This section shall clearly define the vendor's responsibilities, as well as any resources or support expected from the District. Furthermore, the plan must include a detailed project timeline, encompassing deployment milestones and a robust training schedule for District personnel, ensuring adherence to Alyssa's Law and all applicable state safety requirements.

Section 5: Training Plan

The proposal must provide a comprehensive training plan detailing how the vendor will collaborate with the District to train all staff. This plan should include a detailed timeline and clearly define the vendor's responsibilities, as well as any resources or support expected from the District.

Section 6: Pricing Matrix

1. The pricing proposal section should contain all pricing for items listed in "Section 10 Pricing" & "Section 12 Optional Features". The pricing matrix should contain the company's total project budget to fulfill the requirements of this proposal.
2. The proposed budget response shall list all items as listed and explained in sections 4, 5, 6, 7 & 8. The items selected for the pricing sheet reflect anticipated purchase volumes through April 30, 2027.
3. Submit the company's total project budget to fulfill the requirements of this Proposal.
4. The items selected for the pricing sheet reflect anticipated purchase volumes through April 30, 2027.
5. The unit price should reflect the price the District should expect to pay if a single unit is purchased. If a discount or price savings is offered for larger quantities in an order, or if purchased within a specific time frame, describe the discount/savings and conditions.

6. Proposals must identify all costs. Note length of warranty included with purchase of part number.
7. Product/part number alternatives are required if part numbers listed are approaching “end-of-production” within the next 6 months.
8. Pricing should be guaranteed through April 30, 2027, with exception given to products bid. The quantities represent the desired order, but, any minimum order or further quantity discount should be listed.
9. The vendor must provide assurance that items ordered will be received within two weeks of purchase order release. Please state expected delivery time.
10. Vendors should outline the process for return, trouble reporting and escalation procedures for defective or “DOA” items that have been received, giving details of how credits are made and what restrictions are placed on returns.

Bid Submitted By:

Company Name

Authorized Name/Title (printed)

Authorized Signature

Contact Person for the Bid/Quote/Proposal process

Date

Telephone

Fax

Email