

Request for Proposal for Door Access for Graham ISD

To: Prospective Bidders
From: Christopher Rasile, Director of Technology
Date: 8/27/2022
Re: Door Access RFP

Graham ISD is requesting competitive proposals from vendors for the purchase and installation of electronic door access. Enclosed is a Request for Proposal (RFP), responsive Proposal will comply with all federal, state, and local regulations. Information regarding the services to be provided, information which must be submitted as part of the Proposal, and related details are included in the accompanying RFP.

Proposals will be accepted no later than 4:00 p.m. Friday September 09, 2022. No late submittals will be accepted. Questions may be directed to Chris Rasile, Director of Technology via email at chris.rasile@grahamisd.com.

Proposal bid specifications may be obtained by accessing the Graham ISD's website at https://www.grahamisd.com/334785_3

Interested firms are to submit copies of their response RFP digitally, but may also submit physical copies. Digital copies may be sent to chris.rasile@grahamisd.com, physical copies are to be sent to the administration building at the following address

Graham ISD
Attn: Chris Rasile
400 Third Street
Graham, TX 76450
RE: Door Access RFP

Project Requirements

The district is seeking proposals for the installation of electronic door access for certain exterior doors on all campuses as well as the administration building. Each location will also need a limited amount of doors to have the capability to “buzz” people in and include a camera with 2 way communication with these locations. Quote must include all hardware and labor for installation with existing door. If doors are unable to work with the vendors solution for electronic door access, that will be outside the scope of this project and will be handled separately if needed. The installed system must be expandable and have the capability to include not only additional exterior doors, but interior doors if needed at a later date.

Project Description

This project will be to install and configure electronic door access at all campuses for Graham ISD as well as the administration building. In addition to standard electronic door access, specific locations will need the ability to manually unlock doors on demand by a “buzzer” system with a camera and 2 way communication. Location and number of doors is as follows:

Graham High School: 10 Standard, 9 Buzzer

Graham Junior High: 9 Standard, 3 Buzzer

Woodland Elementary: 7 Standard, 2 Buzzer

Crestview: 10 Standard, 2 Buzzer

Pioneer: 9 Standard, 2 Buzzer

Administration Building: 1 Standard, 1 Buzzer

The system must include the following features

- The system must have the ability to create and save multiple schedules and allow for easy manipulation between these schedules by multiple GISD staff.
- The ability to create special events or times outside of these schedules for specific instances such as school events outside of the normal operation schedule.
- Remote locking and unlocking
- Expandability beyond current installation
- Ability to add interior doors later
- Easily add and remove users in bulk or individually by GISD
- On demand unlock or buzzer doors must have ability to allow multiple staff control of these doors, not just one location or person
- Comprehensive reporting and easily legible logs

Vendor Selection

The District will review each RFP response and score each RFP response based on predefined assessment criteria. As a result items such as solution price, company experience, and ability to achieve desired service levels, and references may be considered in the final decision. In the event the primary selection cannot provide the products or services an alternate company will be used. All companies will be notified within seven days of selection.

Upon selection, the company will work with district staff to begin project plan development and define deployment timelines. All products and services will be expected to be delivered at the price indicated in the RFP. All contracts and supporting documentation will be approved by both parties before any costs are incurred. All contracts will be reviewed by district counsel, any contract terms that are not acceptable by the district may be grounds for dismissing the selected vendor.