

Worth County Schools

Request for Proposal (RFP) IP Cameras/Door Access Control

Inquiries and requests regarding this RFP should be directed to:

Jim McMickin, Director of Technology
OR

Jimmy Odom, Director of Maintenance
Worth County Schools
103 Eldridge Street
Sylvester, GA 31791
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Sealed proposals and bids must be delivered no later than 2:00 PM on March 11, 2013 to:

Worth County Schools
ATTN: Martha Rutherford, Security Bid
103 Eldridge Street
Sylvester, GA 31791

Please note that all proposals must be received at the designated location by the stated deadline. Late proposals will be returned unopened and shall be considered void and unacceptable. After the deadline, proposals will be evaluated for this RFP. Not all proposal information is considered public, and only the final contract and costs of award will be available to the public. No proposal information will be shared until after the award.

WORTH COUNTY SCHOOLS RESERVES THE RIGHT TO REJECT ANY AND ALL BIDS AND PROPOSALS AND TO AWARD IN PART OR IN TOTAL WHICHEVER IS DEEMED TO BE IN THE BEST INTEREST OF THE SCHOOL DISTRICT.

SECTION 1—GENERAL INFORMATION

1.1 – Background

Worth County is located in southwest Georgia. The county seat is Sylvester, and all schools are located there. We have one primary school, one elementary school, one middle school, one high school, a bus shop, and a district administration office. Total enrollment for the district is approximately 3400 students and the school system employs approximately 365 people.

Worth County Schools seeks bids for an integrated IP camera and door access control system for Worth County High School. The proposed solution should provide a seamless security system for the purpose of controlling and monitoring activity at Worth County High School.

1.2 – Intent of the RFP

It is the intent of this Request for Proposal (RFP) to provide bidders with sufficient information to prepare a proposal. The response should include all equipment, cabling, and software to meet the RFP's requirements. Technical specifications and requirements are detailed in Section 3. Implementation of this project is dependent on the approval of the Worth County Board of Education and the availability of funding.

Our goal is to achieve 100% video coverage of applicable public areas of Worth County High School and to restrict and document all entry into the school.

1.3 -- Evaluation Criteria

Selection will be based upon technical quality, project management, costs, and system features. The evaluation criteria will consider the following factors:

1. Bidder's total proposed price
2. Product quality/appropriateness/compatibility/performance
3. Bidder's qualifications/experience
4. Bidder's support/service
5. Bidder's warranty/maintenance
6. Proposed product meeting the district's present needs as well as future needs through enhancements and upgrades.
7. Quality of previous work done for Worth County Schools.

Worth County Schools reserves the right to seek clarification of any or all bidders in order to assist in the evaluation process. To assist Worth County Schools, the award evaluation criteria is based on, but not limited to, the following:

1. All specification terms and conditions as outlined in the RFP are complied with and met.
2. Suitability of proposed solution with respect to the district's needs and objectives.
3. Bidder participation and responsibility clearly defined.
4. The participation and responsibilities of Worth County Schools are clearly defined.
5. Hardware and peripheral product quality and content including, but not limited to, durability, performance, integration, serviceability, warranty, maintenance, meets or exceeds industry standards, and fulfillment of criteria specified in this RFP.
6. Bidder's service and support hours clearly defined.
7. Due to technical nature of the equipment, bidder has addressed all applicable future system use, future expansion possibilities, and possible upgrading.
8. Price of proposal including, but not limited to, individual system pricing, upgrades/downgrades pricing, installation support, warranty support, training, and any other relevant options with associated pricing.
9. Experience and/or references of the company submitting proposal.
10. Submission of satisfactory reference checks with proposal.
11. Installation procedures clearly defined if applicable.
12. Bidder agrees to provide an on-site proof of concept at no cost if requested.
13. Acknowledgement in writing that any software will be licensed for Worth County Schools.

1.4 -- Contract Negotiation

Worth County Schools reserves the right to negotiate with any company/supplier submitting a response to alter, clarify, or further enhance the company's proposals and/or any contract arising out of the acceptance of the response. In the evaluation of the proposal, the pricing submitted will be considered the best and final pricing.

SECTION 2 – SUBMITTAL REQUIREMENTS

2.1 – Company Experience and/or References

Worth County Schools reserves the right to fully investigate the qualifications of any bidder(s) based on references supplied and publicly available information.

Bidder(s) are encouraged to supply evidence of experience on projects of similar nature and/or magnitude listing: customer name, address, contact names, and telephone/fax numbers. The bidder(s) may also supply third party ratings to demonstrate their success in the IT marketplace.

The winning respondent must provide:

1. Certificate of Insurance naming Worth County Schools as an additional insured.
2. HB 87 Immigration Affidavit (copies available to download).

2.2 – Confidential Material

Any material that is to be considered as confidential in nature must be clearly marked as such and will be treated as confidential by Worth County Schools to the extent allowable.

2.3 – Supplemental/Supporting Materials

Please include descriptive literature/brochures, if available, in the proposal. All user/owner/technical reference manuals should be included with and submitted upon delivery of equipment.

SECTION 3 – TECHNICAL REQUIREMENTS

3.1 -- General Requirements

The proposed solution will:

1. Provide full camera coverage of all areas as designated in Attachment A. Note that camera descriptions in the attachment are not meant to designate individual camera locations. Walkthroughs are required so that proposals adequately provide cameras to match the school's needs.
2. Provide door access control of all areas as designated in Attachment B, including a door release button in reception for the front door.
3. Replace all door hardware in all 9 locations with modern hardware that integrates with the door access controls.
4. Include the installation of an independent network in order to avoid congestion on the existing network. This includes all necessary switches, cabling, and all other network electronics necessary. The camera network must be accessible through the existing LAN. In addition, fiber optic links must be provided for the IDF closet on the south wing across from JROTC and for the front entrance to the gymnasium near the cashier's booth where cameras and door access will be installed. If cameras need to be repositioned after installation this will be done at cost. If additional cameras are needed to provide adequate coverage as described in the RFP they will be added at cost.
5. Include integration of the camera and door access systems so that video coverage of door events is readily available and catalogued.
6. Include 5-year parts/labor warranty.

3.2 – Technical

3.2.1 Network Design

The submitted design should avoid any single points of failure.

3.2.2 Management

The solution must include remote management capability, including the ability to focus and zoom all cameras and to retrieve data from the system over a network connection.

3.2.3 Number and Location of Cameras and Door Hardware

The purpose of this RFP is to provide each site with full camera coverage and secure door access. The vendor will perform a site survey to determine the ideal locations for cameras and to insure that all necessary door access hardware is provided for in the proposal. General locations for cameras are specified in Attachment A. Door access control locations are noted in Attachment B.

3.2.4 Cabling

All cameras shall be POE and shall be wired to the most convenient MDF or IDF above the suspended ceiling.

Cables shall not be tie wrapped or routed along electrical or gas conduit. Horizontal cable run in hallways above a suspended ceiling shall be in J hooks or cable tray. Once in work areas, if

conduit is not "home-run" to outlet, it may be secured to the wall directly above the suspended ceiling or to the concrete ceiling structure every three feet by cable hangers. Cable ties must be trimmed off cleanly at a locking hole. Cables shall be secured at every corner. Cables shall be run in a uniform fashion and shall not be woven among other utilities.

All internal building network infrastructure shall adhere to ANSI/EIA/TIA 568B (Commercial Building Telecommunications Cabling Standards), ANSI/EIA/TIA 569 (Commercial Building Standard for Telecommunications Pathways and Spaces), and National Electric Code standards.

Penetrations through floor and fire-rated walls shall utilize intermediate metallic conduit (IMC) or galvanized rigid conduit (GRC) sleeves and shall be firestopped after installation and testing, utilizing a firestopping assembly approved for that application.

Labeling shall conform to ANSI/TIA/EIA-606 standards. In addition, provide the following:

1. Label each outlet with permanent self-adhesive label with minimum 3/16 in. high characters.
2. Label each cable with permanent self-adhesive label with minimum 1/8 in. high characters in the following locations:
 - a. Inside receptacle box at the work area.
 - b. Behind the communication closet patch panel or punch block.
3. Use labels on face of data patch panels. Provide facility assignment records in a protective cover at each telecommunications closet location that is specific to the facilities terminated therein.
4. The labeling for data drops should include the IDF letter, then the patch panel number and the two digit number of the port on the patch panel.

Testing shall conform to TIA/EIA TSB-67 Transmission Performance Specifications for Field Testing of Unshielded Twisted Cabling Systems as well as ANSI/TIA/EIA-568-A-1 Propagation Delay and Delay Skew Specification for 100 ohm 4-pair cable. Testing shall be accomplished using level II field testers.

Test each pair and shield of each cable for opens, shorts, grounds, and pair reversal. Correct grounded and reversed pairs. Examine open and shorted pairs to determine if problem is caused by improper termination. If termination is proper, tag bad pairs at both ends and note on termination sheets.

- Perform testing of copper cables with tester meeting TIA/EIA TSB-67 and ANSI/TIA/EIA-568-A-1 requirements.
- If copper cables contain any bad pairs, remove and replace the entire cable.

3.3 – Financial

Please provide quotes detailing your solution for Worth County Schools. The quote should include all necessary hardware, cabling, and software needed to complete a full installation. **The vendor is responsible for due diligence and a site survey before submitting a bid.** If additional information is needed to figure this amount, please contact the Director of Technology or the Director of Maintenance.

3.4 – Warranty

Warranty terms on the hardware and any associated software should be clearly defined and must include a parts and labor warranty to cover all components for a minimum of five years.

3.5 – Delivery and Installation

Any delivery and installation charges should be clearly defined as separate line items.

BID SHEET

This page must be completed and submitted as part of any response to this RFP, along with an explanation of the total wireless solution being presented.

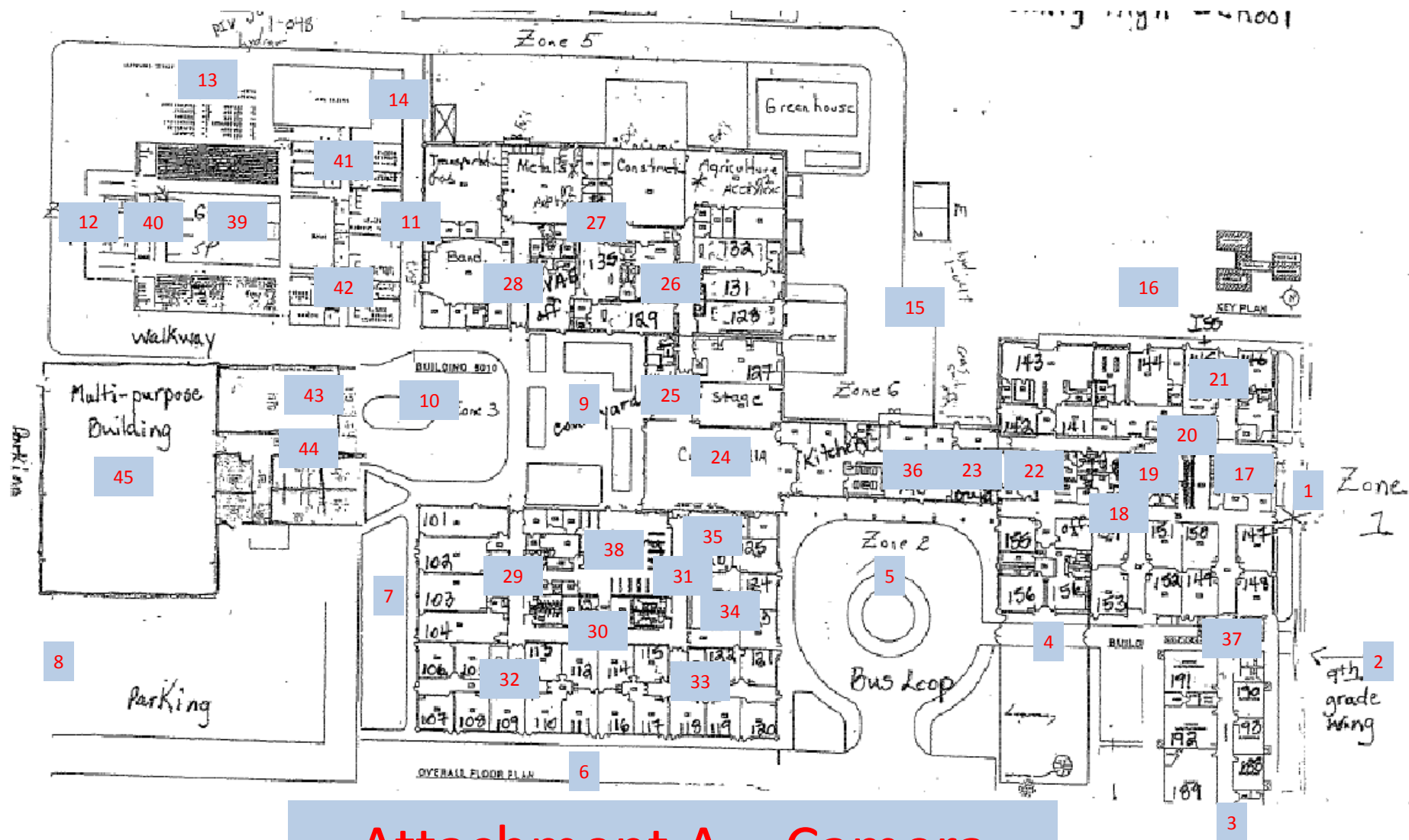
Vendor Name: _____

Vendor Contact Information: _____

Total price should be the “walk-away” price for all components listed in the RFP.

TOTAL PRICE

Additional annual licensing cost for submitted components



Attachment A – Camera location descriptions

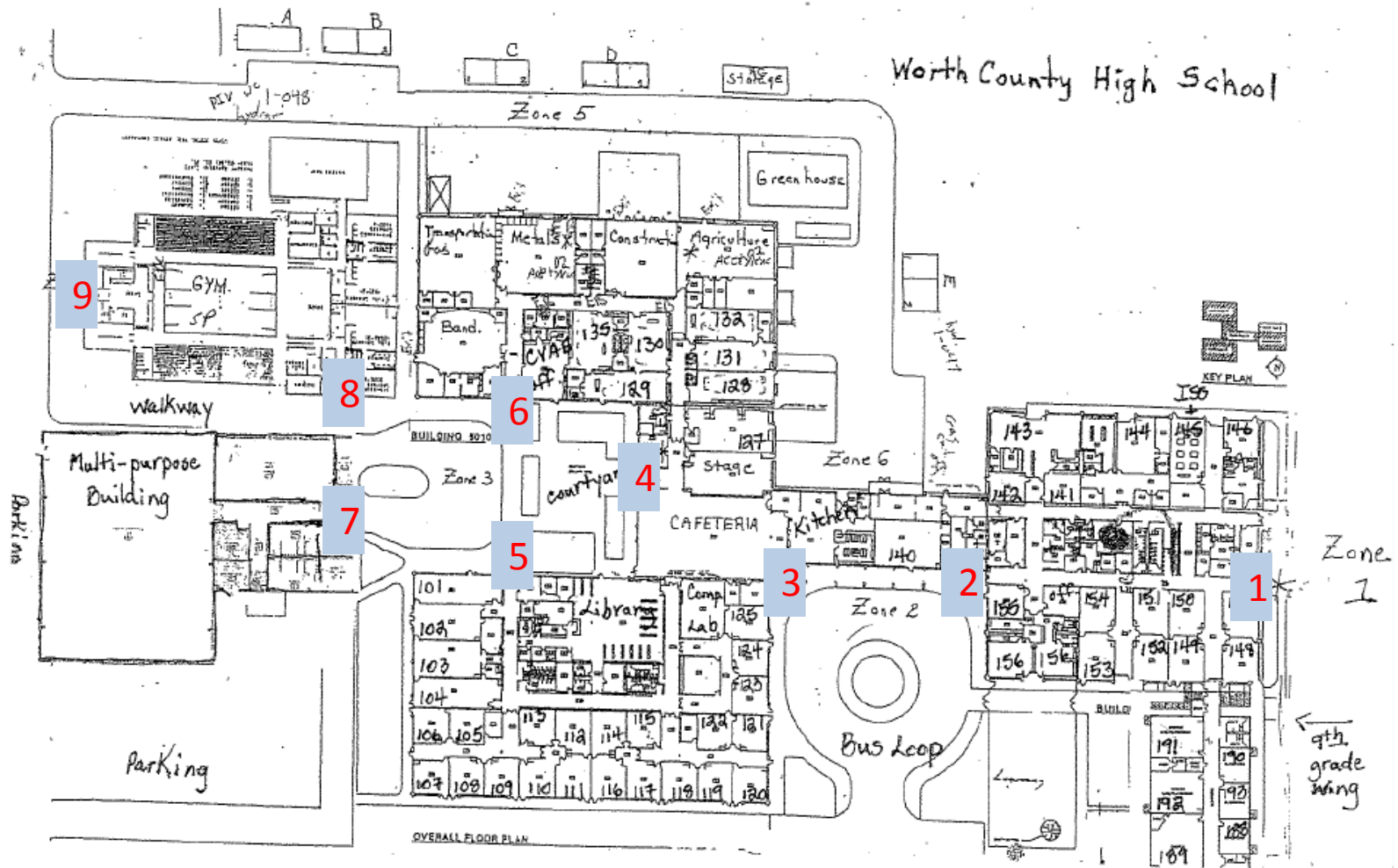
Attachment A Legend

Exterior Cameras

- 1 – Exterior Cameras in the front of the school should give a clear view of traffic and the area where students enter vehicles. They should also give a clear view of the covered student waiting area.
- 2 – An exterior camera should provide a clear view of the lower parking lot located in the front of the school.
- 3 – Exterior cameras should give a clear view of the area outside western entrance to the 9th grade wing.
- 4 – The area off of the bus loop in the corner formed by the south wing and the 9th grade wing.
- 5 – Exterior cameras in the bus loop should give a clear picture of all 3 walkways as well as all loading areas for school buses.
- 6 – Exterior cameras should clearly cover the western side of this building corner to corner.
- 7 – Exterior cameras should provide a clear view of the walkway on the northern side of this building.
- 8 – Clear exterior camera coverage should be provided for all parking lot areas and all walkways from parking lots.
- 9 – All areas of the courtyard, including student seating areas, walkways, and building entrances, should be clearly covered by exterior cameras.
- 10 – Exterior cameras should provide coverage of this exterior area as well as the entrances to the multipurpose facility and gymnasium.
- 11 – The entire walkway between the gym and the CTAE wing should be clearly covered.
- 12 – Exterior cameras in front of the gym should provide clear coverage of the front of the ticket booth, the covered areas on each side of the main gymnasium entrance, the gym/tennis court parking lot, and the road exiting campus behind the tennis courts.
- 13 – An exterior camera should provide a clear view of the entrance to the road behind the gym and CTAE wing as well as the grassy area formed by the corner of the weight room and gymnasium.
- 14 – An exterior camera should provide a clear view of the concessions area.
- 15 – Exterior cameras should provide clear coverage of the rear entrance to the cafeteria, the stairway to the roof, and the loading zone area.
- 16 – Exterior cameras should provide clear coverage of the entrance areas on the east side of this building. Coverage should extend to the JROTC practice field and the woods.

Interior Cameras

- 17 – An interior camera should provide clear coverage of the receptionist desk as well as visitors entering the reception area.
- 18 – The hallway running between the front entrance and the bus loop exit, including both sets of exterior doors, should be clearly covered.
- 19 – Both locker hallways should be clearly covered.
- 20 – The entire eastern hallway running outside of the ISS hallway and JROTC areas down to the conference room should be clearly covered.
- 21 – The ISS hallway should be completely covered.
- 22 – The short restroom hallway running between Art the bus loop entrance should be clearly covered.
- 23 – The reception area of the guidance office, including the exterior entrance the receptionist's desk area, should be clearly covered.
- 24 – The cafeteria should be completely covered, including all student seating areas, the serving lines, the stage area, and the walkway through the cafeteria.
- 25 – The short hallway with the trophy case and restrooms should be clearly covered, including the exterior door access area.
- 26 – The science wing should be clearly covered, including lockers and all entryways.
- 27 – The CTAE hallway should be clearly covered, including lockers, restroom entrances, and all other entryways.
- 28 – The band hallway should be clearly covered, including lockers and all entryways.
- 29 – The business wing should be clearly covered, including lockers and all entryways.
- 30 – The western hallway should be clearly covered, including lockers, restroom entrances, and all other entryways.
- 31 – The southern hallway should be clearly covered, including lockers and all entryways.
- 32 – The interior of the English Department should be clearly covered.
- 33 – The interior of the Social Studies Department should be clearly covered.
- 34 – The interior of the Math Department should be clearly covered.
- 35 – The interior of the computer lab should be clearly covered.
- 36 – The interior of the computer lab should be clearly covered.
- 37 – The entire 9th grade hall should be clearly covered, including all lockers and restroom entrances as well as other entryways.
- 38 – The interior of the media center should be completely covered, including the circulation desk, the stacks, the student computers, and the southern entrance.
- 39 – The interior of the gymnasium should be clearly covered, including clear views of both sets of bleachers and the stage.
- 40 – The gymnasium lobby should be completely covered, including the entrance, concessions area, and both restroom entrances.
- 41 – The hallway leading to the weight room should be clearly covered, including the entrances to the locker room and weight room.
- 42 – The hallway leading to the courtyard should be clearly covered, including the entrance to the locker room and exit to courtyard.
- 43 – The rifle range should be clearly covered, including the entrance to the armory and the firing area.
- 44 – The multipurpose room hallway should be clearly covered.
- 45 – The entire multipurpose gym should be clearly covered.
- 46 – The office of the principal's secretary should be clearly covered, including the hallway leading back to the principal.



Attachment B – Door access control locations

Attachment B Legend

- 1 – Front Entrance to School from King Street side.
- 2 – Passage from Bus Loop to Front Building
- 3 – Passage from Bus Loop to Cafeteria
- 4 – Passage from Cafeteria to Courtyard
- 5 – Passage from area near Principal's Office to Courtyard
- 6 – Passage from area near Band Room to Courtyard
- 7 – Main Entrance to Multi-purpose Facility
- 8 – Entrance to Gymnasium from Courtyard
- 9 – Main Entrance to Gymnasium