Western Line School District
RFP
2020 COPS School Violence Prevention Program Bid

Ensuring School safety and violence prevention is a main goal of the Western Line School District. To help us achieve this goal we submitted a grant application for the COPS Office School Violence Prevention Program (SVPP). Recently we were awarded this grant. It is the district's intention to purchase and install grant approved equipment and services. The equipment and services fund in this award cover multiple categories. Each category of products and services will be described in separate sections of this RFP. The solutions in each category were evaluated based on the needs of the district, ease of administration, and interoperability.

Due to the complexity and interoperability requirements of the RFP, it is the intention of the district to award this project to a single vendor. The chosen vendor will also be required to perform the necessary infrastructure changes and network changes to ensure the success of this project.

The RFP will outline the following categories.

- Security Management System (SMS) including Physical Access Control

  The district based these RFP specifications on the interoperability of Keep by Feenics. This product natively integrates and provides the functionality and cloud management required. Requirements and scope are detailed in the RFP Categories section.

- Intercoms

  The district primarily based these RFP specifications on Mitel Connect, Mitel Revolution, and Algo IP endpoints. This suite of products has been tested for interoperability and provides the required functionality. Requirements and scope are detailed in the RFP Categories section.

- Rapid Incident Response

  The basis for this design is Centegix Crisis Alert. It has been determined that Crisis Alert provides the required functionality of Rapid Incident Response and interoperability with the specified solutions. Requirements and scope are detailed in the RFP Categories section.

Schedule of Events

The following is the required schedule of events for this project. The schedule may change depending on the results of the responses and a final schedule will be established prior to contracting with the successful Vendor.

1. Release of RFP to Bidders	**October 1, 2021**
2. Optional pre-bid meeting/walkthrough (advanced notification preferred)	**October 22, 2021** **9:30 AM CDST**
3. Unpriced bid specs due	**November 5, 2021** **5:00 PM CDST**
4. Reverse Auction	**November 8, 2021 (30 Minutes)** **10:00 AM CDST**
5. Contract Award	**To be determined**
6. Installation Starts	**To be determined after receipt of order**

- Bidding may be extended due to anti sniping technology during the bidding process.

Training

Vendor will be required to perform basic on-site training for System Administrators and end users for all products purchased. The exact format and amount of training will be determined by collaboration between the bidder and the district. Vendor will provide an hourly rate for additional or more advanced training services.

Response Submission

Unpriced bid specs must be received by **November 5, 2021, 5:00 PM CDST**. No bid specs will be eligible if they are received after the said deadline. Electronic bids and/or reverse auction bids can be submitted at www.centralbidding.com . For any questions relating to the electronic bidding process, please contact Central Bidding at 225-810-4814. Bid specs will be examined for evaluation of whether bids specs are suitable/compatible for this project. Bid proposals that do not meet specifications will not be considered. Bidding will be held by electronic reverse auction on **November 8, 2021, from 10:00 AM to 10:30 AM CDST** unless extended by automatic anti bid-sniping.

RFP Categories

Security Management System (SMS) including Physical Access Control

The district is seeking a Security Management system comprised of integrated cloud managed door access solution.

Requirements and Scope

- The district seeks a web managed solution without the need for an onsite server.
- The Contractor shall be fully certified by the manufacturer to sell, install, and maintain all system components required for the solution.
- Provide keyless door access control of all areas as designated including a door release button and video camera monitor in reception for each pedestrian door that is identified during the detailed vendor walk through. All necessary card readers, access cards, controllers, specific access control panels, power supplies, card printers, etc., as well as all cabling/wiring needed to achieve a complete and functional system. This document may not show or list every item to be provided. When an item is not shown or listed, and it is clearly necessary for proper installation and operation of the equipment and systems, Contractor shall provide, install, test, and certify the item and no increase to the contract price.
- The doors throughout the district are to be retrofitted. Contractor is to replace/install all door access control hardware in all locations with modern hardware that integrates with the door access controls as needed. The contractor may use existing hardware if it is compatible with the new system but must warranty any hardware for the full term of the agreement.
- The Contractor shall be responsible for coordination of all access control programming and connections/interfaces with appropriate District departments and personnel.
- The Contractor shall provide all software, hardware, and system programming for integration with the new access control equipment.
- The Contractor shall provide all software licenses required for the SMS. The Contractor shall provide all hardware and system programming for connection of the new SMS to the District network.
- The Contractor shall provide written documentation and specific instructions for the system as installed.
- The Contractor shall provide training to District personnel in the operation, adjustment, and servicing of the SMS system.
- Include 3-year parts maintenance warranty. All equipment must include a 3-year manufacturer warranty.
- Door access controls shall be connected to handicap systems where applicable.
- All network switches required will be provided by the district. vendor is to specify port counts needed to complete the project.

- All interior fire doors should be outfitted to have a door release button installed at the reception area.
- Upgrades or expansion of the SMS to a larger size system in scale shall not require installation of a different and/or new SMS application or require the administrator or operator to learn a different and or new interface from the previous version.
- The SMS shall be accessible via web client, mobile client, and PC based client.
- The SMS web client shall only require an OS application to access everything from Live Monitoring, Badge Layout and Design, Custom Attribute Editor, Floor plan/map creation to all other administrative and operational tasks.
- The SMS shall be able to seamlessly interface with and monitor intelligent system controllers, reader interface modules, I/O panels, alarm panels.
- SMS Hardware: The SMS shall be equipped with the access control field hardware required to receive events and execute access granted and denied decisions. Field hardware must be capable of accepting on the fly commands from System Operators. All field hardware must be designed to meet UL 294 requirements. Hardware must be industry standard non-proprietary and supported by a minimum of ten (10) other software manufacturers.
- SMS Software will support an unlimited number of card readers, input points, video cameras, intrusion detection points, and relay outputs. The SMS database shall support an unlimited number of cardholders.

Intercoms

The district is seeking a premise-based IP intercom solution that will integrate as needed with the Security Management system. The intercom solution will be utilized for regular classroom communications, bells, and mass notification.

Requirements and Scope

- Revolution Mass Notification Software will be deployed and utilized for intercom functionality as well as notification via digital signs, SMS messaging and other mechanisms.
- Two Microsoft Windows based servers will be required for this deployment. All intercom related software must be certified to be compatible with a virtual deployment. The vendor will propose the best deployment model (virtual or physical servers) for the district and include any required physical hardware and software.
- IP speakers and call-in buttons will be deployed. Speakers are to be in each classroom, hallway, and common area. Algo speakers have been tested and are the district standard.
- An onsite walk through will be performed to determine the exact model, quantity, and placement of each speaker. All cabling, raceway, Mitel voice switches, Mitel licenses, and any other required items are to be included in the Vendor response.
- Coordinate and manage the entire project and engage all necessary parties including but not limited to District office staff, building level staff, AT&T and other telecommunications companies, Internet Service Providers, and network switch manufacturers.

- Coordinate a thorough site survey of each location prior to installation.
- Coordinate Scheduling with consideration of impact on the instructional programs or existing services to include after normal school and work hours.
- Install and configure any required server equipment.
- Install and configure voice gateways and components.
- Install and certify Cat6 network drops for IP speakers and any other required endpoints.
- Install related cabling materials that are required that are required for endpoints such as call-in buttons.
- Installation of endpoint devices for intercom, paging, emergency notification and any other security solution. Locations are determined from a site survey.
- Configure network switches at all sites to properly configure the voice network. The existing switch management software will be utilized to create policy-based network settings for the voice network. Items such as VLANS and QoS settings will be dynamically assigned to a switch port when a VoIP endpoint is connected to the network. The selected vendor must have the proper networking certifications that apply to district equipment. Vendor must supply these certifications in the bid response.
- Integrate the system with Active Directory as required.
- Configure all users and contacts required.
- Configure notifications and notification groups.
- Configure site-specific scheduled notifications such as school bells.
- Provide adequate training for technical and end-user district staff.
- Integration of the new equipment with existing VoIP System as required.
- Configure Revolution and integrate with paging, intercom, emergency notification and any other security solutions required.
- Conduct testing of equipment for acceptance of the project as a whole.

Rapid Incident Response

Requirements and Scope

- The system shall have the ability for a staff member to generate a crisis alert from a button press via a wearable device or badges that can be used to alert school designees about a variety of alerts as defined by the school district.
- Provide visual clues, such as colored lights, which indicates the nature of the alert.
- Provide audible alerts.
- Provide integration with existing intercom systems for automated announcements during lockdown or other alert.
- System should provide for the ability to generate an alert from anywhere on school grounds, including playground and other recreational areas.
- Provide school designee the originating location of the alert as part of the message to the designee.
- The system should not interfere with or rely on the district's network switches or wireless access system other than a main connection point.

- Provide the ability to function in the event of a power outage. The System shall work for a minimum of 24 hours if Wi-Fi or power is lost.
- The system should provide the ability for notifications to be sent to desktop and mobile phones (Apple or Android).
- devices with the ability for some notifications to popup automatically when the most critical level of alerts are triggered.
- The system should have the ability to leverage district floor plans to identify alert locations as well as display alert types.
- The system should include any costs for scheduled maintenance and system upgrades as well as any optional warranty costs, service costs, or device replacement costs.
- The system should include all necessary components to have a complete and fully functional system at the end of the project.
- Proposals shall include 3-year manufacturer warranty and maintenance.
- Provide the District with appropriate and sufficient training to complete system operation.
- An administrator console that provides detailed reporting on the health of the system, devices needing maintenance and the ability to centrally update firmware and software.

Vendor Qualifications

- Vendor must be a certified partner of each component of the proposed solution; in good standing with the manufacturer; and able to provide/supply all products and services proposed. Vendor must include a manufacturer letter of authorization for each proposed solution in the bid response.
- Vendor must be an authorized dealer in the State of Mississippi for products proposed.
- Due to the network cabling requirement, the vendor must have a State of Mississippi General Contractor's License specialties in low voltage category.
- Vendor must have a Registered Communications Distribution Designer (RCDD) on staff that will be responsible for the infrastructure design of the project. Please include documentation in the response packet.
- To ensure the highest level of quality possible, all bidders must hold the ISO 9001:2008, ISO 2015, or ISO 9004:2009 (collectively referred to as "ISO-9001 certification"). The ISO-9001 certification requirement is a pragmatic step to ensure this organization purchases from a quality bidder. The bidder's legal name must be listed on the cover page of the official ISO-9001 Certificate of Registration or the bidder must be an affiliate of the firm listed on the official ISO-9001 Certificate of Registration. An affiliate is defined as a firm who directly owns and controls or is under common ownership and control with the firm listed on the official ISO-9001 Certificate of Registration. Common ownership must be a minimum of 25% equity control. If an affiliate firm is listed on the ISO 9001 Certificate of Registration, the bidding firm must submit a letter detailing the affiliate relationship between the two firms. Please provide documentation in the response packet.
- Due to the urgency of technical support, it is required that the vendor have certified Mitel personnel located in Mississippi and be able to respond to emergencies within 4 hours.
- Vendor must not subcontract any services for this project. Include a statement certifying that all installation will be provided by a certified employee of the vendor.

- It is preferred that the vendor has extensive knowledge and experience working with school systems within the state. Vendor must have been in business for a minimum of five years providing services as described in this RFP. Vendors are required to provide evidence that they meet this qualification with the RFP response.
- Because of the detailed planning and coordination with the district, preference will be given to vendors that have previously coordinated projects with them.
- Vendor must be a Mitel Certified Partner. Proof of Certified Partner status must be included with the response packet.
- Vendor must submit the name of the VOIP Staff member who will be assigned as Project Manager and Installer. The VOIP Project Manager must hold both the Mitel Advanced System and Troubleshooting Certification and the Implementing the Mitel IP System Certification. Please include documentation in the bid response packet.
- Vendor must hold a Mississippi Electronic Protection License issued by the Mississippi Insurance Department State Fire Marshal. Proof of this license must be included in the response packet.
- Vendor must submit the name of the staff member who will be assigned as the SMS project manager and installer.
- Vendor must hold the Technical Certification from Feenics Academy for access control systems.
- Vendor must at minimum be an Extreme Design Specialist/Extreme Certified Specialist. Proof of certification must be included in the response packet.
- Vendor must at minimum be an Extreme Design Specialist/Extreme Certified Specialist in Security. Proof of certification must be included in the response packet.
- Vendor must at minimum be an Extreme Design Specialist/Extreme Certified Specialist in Routing and Switching. Proof of certification must be included in the response packet.

Vendors are required to provide evidence that they meet these qualifications with the RFP response.

The district will consider equivalent products or alternate products provided that the proposed set of solutions seamlessly integrate with no loss of efficiency, features, or functionality.