

Request for Proposal for Access Control System

Objective

The School District of Bayfield, Wisconsin is seeking proposals for the purchase and installation of a door access control system.

Overview

The District does not currently have an electronic access control system; this will be a new installation. The District currently uses an Axis security camera system, with Axis Camera Station software. Ideally, a new access control system would use software that integrates with the Axis cameras, to provide a “single pane of glass” for our security system.

System Requirements

- Access control system should use software that integrates with the Axis cameras.
- Integration with security cameras should include storage for 30-60 days for 25 cameras. Storage should be expandable if cameras are added to the system.
- 13 door locations in two network connected buildings
- 9 doors will have access control readers and electronic door strikes installed.
- 28 doors total with door position sensors
- Some door locations have removable mullions, and any sensors or door strikes must be able to be disconnected if attached to the mullion.
- Software should accept multiple users, with multiple levels of access.
- Software should have the ability to lock/unlock doors on a schedule, either as single or repeated events.
- Software should have the ability to lock/unlock any or all doors on command.
- Access cards or devices should be secure, and not capable of being easily “skimmed” or hacked.
- All entries should be logged, along with corresponding video.
- System should include necessary components for creating/replacing access cards or devices.
- Software should have the ability to disable access cards or devices on demand, or schedule expiration dates and times.
- It is preferable to have a notification system for certain events like after-hours entries or attempted entries with disabled access cards/devices.

Vendor Responsibilities

- Vendor is responsible for providing and installing all necessary equipment and wiring.
- Vendor is responsible for all labor, necessary tools and equipment, initial

configuration of the system, and training of key staff members on the use of the system.

-System installation will be done and completed during summer when school is not in session.

-Installation will occur during normal hours of operation (8am-4pm) unless other arrangements are made.

-Vendor should be capable of providing service and support for the installed system in a timely manner.

District Responsibilities

-The District contact will provide access for one-time site surveys and/or meetings for interested bidding parties, and will answer questions relevant to the installation and integration with the existing network.

-The District contact will provide access to the building to the vendor for installation as needed.

-The District contact will provide necessary information for connecting the system to the District's network.

-The District's IT Systems Administrator will be the main point of contact for installation and questions about the network:

Chris Plansky
IT Systems Administrator
715-779-3201 ext. 107
baytech@bayfield.k12.wi.us

Bidding information

In accordance with Board policy, interested vendors are invited to file sealed bids with the District Superintendent. All bids must be received by mail by May 3rd, 2017.

All bids will be opened by the District Superintendent at the Board Finance Committee meeting on May 4, 2017. Bid specifications may be obtained from the District web site or the District Office. The District reserves the right to reject any or all bids for any reason, and to waive any technicalities.

Please address bids to:

School District of Bayfield
300 N 4 St
Bayfield, WI 54814
Attn: Access Control System