

**Invitation to Bid**  
**Public School 2021-2022 District Access Control Upgrade**  
**December 9, 2021**

The Timberlane Regional School District located in Atkinson, Danville, Plaistow and Sandown, NH will receive envelope sealed bids for the full installation of a Verkada Access Control System.

**All Bids must be received in a sealed envelope no later than 2:00 PM, January 6th 2022.** Questions on this bid should be sent to the Director of Technology at ken.henderson@timberlane.net The public bid opening will be located at the Timberlane Regional School District/SAU106 central office at 30 Greenough Rd. Plaistow, NH 03865 at 3:00pm on January 6th, 2022.

**Instructions:**

Please drop off or mail your bid and all supporting documents in a sealed envelope to:

**SAU106/TRSD**

**30 Greenough Road**

**Plaistow, NH 03865**

Please mark on the outside of the envelope the following **“TRSD 2021-22 Access Control Upgrade”**.

The bidder shall submit a statement with the bid, indicating educational installation experience (elementary and secondary) together with the names of school districts previously and/or currently served, the dates involved, and the scope of the services performed and three (3) references.

The bidder shall submit a written statement of their warranty policy, as pertains to the warranty requirements set forth in the bid specifications. **The bidder must include a letter from the manufacturer they are Verkada trained and certified.**

All computer equipment must be shipped or brought to schools located in the Timberlane Regional School District, as determined by the Director of Technology, at no additional cost.

Proposals may be held by the Superintendent for a period not to exceed thirty (30) days from the date of the opening of the proposals for the purpose of investigating the qualifications of the bidder prior to the awarding of the contract.

The Superintendent may make investigation, as they deem necessary to determine the ability of the Bidder to perform the work. The Bidder shall furnish to the Superintendent all such information and data for this purpose as the Superintendent may request. The Superintendent reserves the right to accept or reject any and all bids or any item(s) thereof, and to waive any informalities in the bid process and to cancel in part or in its entirety the request for bid and to award the contract as the Superintendent deems to be in the best interests of the School District. The Timberlane Regional School District further reserves the right to select the bid that best meets the District's needs as determined by the Superintendent, in its sole discretion.

While price will be a substantial factor in the District's decision, the District reserves the right to select a vendor without the lowest cost proposal.

Any deviation from the conditions and specifications must be clearly expressed by each Bidder in the appropriate space on the bid forms. Unless so stated by the Bidder and accepted by the District, all conditions and specifications apply.

Any fraudulent or inaccurate statements or willful concealment of relevant information by the Bidder are grounds for rejection of that bid and for the termination of any subsequent contract there from.

Bidders may not withdraw bids for thirty (30) days after bid opening.

The successful Bidder, hereinafter referred to as the contractor, shall be prepared to enter into a written contract with the Timberlane Regional School District within Thirty (30) days of written acceptance of the bid by the District.

**SAU106/Timberlane Regional School District is requesting sealed bids for a Verkada Access Control System. The current access control system consists of 56 doors and is a Kantech based system, in addition the district desires to install 3 new access control setups to doors that currently have none. The district is looking to move to a Verkada access control system that is cloud based. The district already employs Verkada cameras and is looking to fully integrate the access and video into one security system.**

*The following is quantity desired scope of work and specifications of equipment required.*

*Please also state any warranty or advanced replacement plans you will provide.*

### **District Wide Access Control Upgrade Scope of Work and Equipment List**

- Provide, install and program (19) nineteen new Verkada 4-door Access Control Controllers at nine buildings within the Timberlane School District.
- Provide, install, and program (56) fifty-six new 1-Year Verkada Access Control License for all door locations within nine buildings of the Timberlane School District.
- Provide, install, and program (56) fifty-six new Verkada Bluetooth Readers at all door locations.
- Remove all existing door readers for (56) fifty-six door locations.
- Remove all existing access control panels.
- Reuse existing door contacts, electric hardware, and request to exits at all door locations within the school district where possible.
- Reuse existing cabling from existing panel location to all existing door locations where possible.
- Reuse existing customer power supply at existing customer locations where possible.
- Provide, install and terminate Belden Composite access control cable from panel locations to three (3) new door locations. Include all conduit and fire stop is necessary.
- Provide, install, and terminate the required locking hardware for three (3) new door locations.
- Provide, install, and program ( Request-to-exit -REX applications at (3) new door locations.
- Provide, install, and program door contacts at (3) new door locations.
- Provide a quantity of non professional four (4) hour training classes for authorized staff at each of the eight (8) locations.
- TRSD is responsible for all network switches within the school district.
- TRSD is responsible for providing Internet.

**EQUIPMENT LIST: all part model numbers must be identified in your response, please include the cut sheets of each component.**

56 - VERKADA door licenses (LIC-AC-1Y)

19 - VERKADA (AC41-HW)

56 - VERKADA (AD31-HW)

3 - Electronic Door Hardware sets. (Must identify model numbers)

3 - Bosh REX (Must identify model numbers)

3 - Door Contacts (Must identify model numbers)

56 - Back boxes, necessary conduit, J hooks, connectors, cable, and all miscellaneous parts to fully integrate the access system to video system and provide a fully working system.

**Optional - A site review of the district can be organized by contacting Ken Henderson, Director of Technology before December 21st, 2021. Please email [ken.henderson@timberlane.net](mailto:ken.henderson@timberlane.net) to request this.**

