

ISOTHERMAL

C O M M U N I T Y C O L L E G E

Request for Proposal (RFP)	Solicitation #:	102-263
	Date Issued:	March 6, 2025
	Procurement Official:	Heather Maples
	Phone:	(828) 395-1451
	E-Mail Address:	hmaples@isothermal.edu
	Commodity Code:	461716
	Requisition Number:	N/A

Description:	<p>Isothermal Community College is soliciting proposals from qualified vendors to provide and implement a comprehensive campus-wide access control system at its Spindale and Polk locations. The solution should enhance campus security, streamline access management, and support a safe learning environment for students, faculty, and staff.</p>
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The Term “Offer” Means Your “Bid” or “Proposal” or “Quotation”

SUBMIT OFFFER BY	April 1, 2025 at 2:00 PM, EST
NUMBER OF COPIES TO BE SUBMITTED	One (1) Paper Original & Five (5) Paper Copies & One (1) USB of Original Proposal and a REDACTED COPY
QUESTIONS MUST BE RECEIVED BY	March 25, 2025 at 2:00 PM, EST

Conference Type:	Location:	Date & Time:
MANDATORY SITE VISIT	ADMINISTRATION BUILDING ROOM 127 - AUDITORIUM 286 ICC LOOP ROAD SPINDALE, NC 28160	March 18, 2025 @ 10:00 AM, EST

Offers must be submitted in a sealed Package
 Solicitation Number & Opening Date must appear on package Exterior
Emailed Bids will NOT be accepted.

SUBMIT YOUR SEALED PROPOSAL TO:

<p>Isothermal Community College Attn: Heather Maples, Procurement Coordinator Administration Building – Business Office 286 ICC Loop Road Spindale, NC 28160</p>

In compliance with this Request for Proposals (RFP), and subject to all the conditions herein, the undersigned Vendor offers and agrees to furnish and deliver any or all items upon which prices are bid, at the prices set opposite each item within the time specified herein. By executing this proposal, the undersigned Vendor certifies that this proposal is submitted competitively and without collusion (G.S. 143-54), that none of its officers, directors, or owners of an unincorporated business entity has been convicted of any violations of Chapter 78A of the General Statutes, the Securities Act of 1933, or the Securities Exchange Act of 1934 (G.S. 143-59.2), and that it is not an ineligible Vendor as set forth in G.S. 143-59.1. False certification is a Class I felony. Furthermore, by executing this proposal, the undersigned certifies to the best of Vendor's knowledge and belief, that it and its principals are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any Federal or State department or agency. As required by G.S. 143-48.5, the undersigned Vendor certifies that it, and each of its sub-Contractors for any Contract awarded as a result of this RFP, complies with the requirements of Article 2 of Chapter 64 of the NC General Statutes, including the requirement for each employer with more than 25 employees in North Carolina to verify the work authorization of its employees through the federal E-Verify system. G.S. 133-32 and Executive Order 24 (2009) prohibit the offer to, or acceptance by, any State Employee associated with the preparing plans, specifications, estimates for public Contract; or awarding or administering public Contracts; or inspecting or supervising delivery of the public Contract of any gift from anyone with a Contract with the State, or from any person seeking to do business with the State. By execution of this response to the RFP, the undersigned certifies, for your entire organization and its employees or agents, that you are not aware that any such gift has been offered, accepted, or promised by any employees of your organization.

Failure to execute/sign proposal prior to submittal shall render proposal invalid and it WILL BE REJECTED. Late proposals cannot be accepted.

<p>You must submit a signed copy of this form with your offer. By submitting an offer, you agree to be bound by the terms of the solicitation. You agree to hold your offer open for a minimum of ninety (90) calendar days after the opening date. You affirm that the College's original solicitation document has not been altered in any way. You acknowledge that you have read and understand all requirements, certifications, stipulations, terms, and conditions stated in the solicitation documents.</p>		
<p>Complete/Formal Name of Vendor:</p>		
<p>Street Address:</p>	<p>P.O. Box:</p>	<p>Zip:</p>
<p>City & State</p>	<p>Telephone Number:</p>	<p>Fax Number:</p>
<p>Principal Place of Business Address If Different from Above:</p>		
<p>Print Name & Title of Person Signing on Behalf of Vendor:</p>		
<p>Vendor's Authorized Signature*:</p>		<p>Date:</p>
<p>Vendor eVP#:</p>	<p>E-Mail:</p>	

SOLICITATION OUTLINE	
1. Purpose and Background	Page: 4
2. General Information	Page: 4-7
3. Award & Evaluation Criteria	Page: 7-8
4. Scope of Work/Specifications	Page: 9-14
5. Qualifications	Page: 15
6. Submittal Requirement/Proposal Format	Page: 16-19
7. Attachments to Solicitation	Page: 20-21

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1. PURPOSE AND BACKGROUND

1.1 PURPOSE

Isothermal Community College (hereinafter "the college") is seeking proposals from qualified vendors to provide and implement a comprehensive campus-wide access control system at its Spindale and Polk locations. The solution should enhance campus security, streamline access management, and support a safe learning environment for students, faculty, and staff.

Proposals shall be submitted in accordance with the terms and conditions of this RFP and any amendments issued hereto.

1.2 AGENCY BACKGROUND

Isothermal Community College (ICC) is a public, two-year community college located in Spindale, North Carolina. Established in 1964, ICC serves the residents of Rutherford and Polk counties, offering a variety of academic programs, workforce development opportunities, and community services. The college is committed to providing affordable and accessible education to a diverse student body, with programs in liberal arts, health sciences, business, technology, and more. ICC is dedicated to fostering student success, lifelong learning, and economic development in the region.

1.3 SUMMARY OF PROBLEM STATEMENT

Isothermal Community College currently lacks a standardized, campus-wide access control system at its Spindale and Polk locations, creating security vulnerabilities and challenges in managing access to facilities.

1.4 CONTRACT TERM

A contract awarded pursuant to this RFP shall have an effective date as provided in the Notice of Award. The term shall be three (3) years and will expire upon the anniversary date of the effective date unless otherwise stated in the Notice of Award, or unless terminated earlier.

2. GENERAL INFORMATION

2.1 REQUEST FOR PROPOSAL DOCUMENT

The RFP is comprised of the base RFP document, any attachments, and any addenda released before Contract award. All attachments and addenda released for this RFP in advance of any Contract award are incorporated herein by reference.

2.2 E-PROCUREMENT FEE

General information on the E-Procurement Services can be found at: <http://eprocurement.nc.gov/>.

2.3 NOTICE TO VENDORS REGARDING RFP TERMS AND CONDITIONS

It shall be the Vendor's responsibility to read the Instructions, the State's terms and conditions, all relevant exhibits and attachments, and any other components made a part of this RFP and comply with all requirements and specifications herein. Vendors also are responsible for obtaining and complying with all Addenda and other changes that may be issued in connection with this RFP.

If Vendors have questions, issues, or exceptions regarding any term, condition, or other component within this RFP, those must be submitted as questions in accordance with the instructions in Section 2.5 PROPOSAL QUESTIONS. If the State determines that any changes will be made as a result of the questions asked, then such decisions will be

communicated in the form of an RFP addendum. The State may also elect to leave open the possibility for later negotiation and amendment of specific provisions of the Contract that have been addressed during the question and answer period. Other than through this process, the State rejects and will not be required to evaluate or consider any additional or modified terms and conditions submitted with Vendor's proposal. This applies to any language appearing in or attached to the document as part of the Vendor's proposal that purports to vary any terms and conditions or Vendors' instructions herein or to render the proposal non-binding or subject to further negotiation. Vendor's proposal shall constitute a firm offer. **By execution and delivery of this RFP Response, the Vendor agrees that any additional or modified terms and conditions, whether submitted purposely or inadvertently, shall have no force or effect, and will be disregarded. Noncompliance with, or any attempt to alter or delete, this paragraph shall constitute sufficient grounds to reject Vendor's proposal as nonresponsive.**

By executing and submitting its proposal in response to this RFP, Vendor understands and agrees that the State may exercise its discretion not to consider any and all proposed modifications Vendor(s) may request and may accept Vendor's proposal under the terms and conditions of this RFP.

Contact with anyone working for or with the State regarding this RFP other than the State Contract Specialist named on the face page of this RFP in the manner specified by this RFP shall constitute grounds for rejection of said Vendor's offer, at the State's election.

2.4 RFP SCHEDULE

The table below shows the anticipated schedule for this RFP.

Event	Responsibility	Date
Issue Date	Owner	March 6, 2025
Pre-Bid Site Visit (Mandatory)	Vendor	March 18, 2025 @ 10:00 AM, EST
Submit Written Questions	Vendor	March 25, 2025 @ 2:00 PM, EST
Response to Questions (Amendment Issued)	Owner	March 26, 2025
Solicitation Due Date & Time	Vendor	April 1, 2025 @ 2:00 PM, EST
Anticipated Date of Short-Listing Notice(s)	Owner	TBD
Anticipated Date of Interviews	Owner	TBD
Anticipated Date of Award	Owner	April 14, 2025

2.5 MANDATORY ON-SITE VISIT/WALK THROUGH

Date: March 18, 2025

Time: 10:00 AM – 4:00 PM

Location: Isothermal Community College

Administration Building

Room 127 - Auditorium

286 ICC Loop Road

Spindale, NC 28160

Instructions: It shall be MANDATORY that a representative from each Vendor be present for a pre-proposal site visit. Attendees must arrive promptly All attendees must sign in upon arrival and clearly indicate each prospective Vendor represented on the sign in sheet. LATE ARRIVALS WILL NOT BE ALLOWED TO SIGN IN OR PARTICIPATE IN THE SITE VISIT, NOR SHALL THEIR PROPOSAL BE CONSIDERED. Once the sign-in process is complete, all other persons wishing to attend may do so to the extent that space and circumstances allow.

FAILURE TO ATTEND THE MANDATORY SITE VISIT SHALL RESULT IN VENDOR'S PROPOSAL BEING DEEMED NON-RESPONSIVE AND NOT CONSIDERED FOR AWARD.

The purpose of this visit is for all prospective Vendors to apprise themselves of the conditions and requirements which will affect the performance of the work called for by this RFP. Vendors must stay for the duration of the site visit. No allowances will be made for unreported conditions that a prudent Vendor would recognize as affecting the work called for or implied by this RFP.

Vendors are cautioned that any information released to attendees during the site visit, other than that involving the physical aspects of the facility referenced above, and which conflicts with, supersedes, or adds to requirements in this RFP, must be confirmed by written addendum before it can be considered to be a part of this RFP.

2.6 PROPOSAL QUESTIONS

Upon review of the RFP documents, Vendors may have questions to clarify or interpret the RFP in order to submit the best proposal possible. To accommodate the Proposal Questions process, Vendors shall submit any such questions by the above due date.

Written questions shall be emailed to hmaples@isothermal.edu by the date and time specified above. Vendors should enter "RFP # 102-263: Questions" as the subject for the email. Questions submittals should include a reference to the applicable RFP section and be submitted in a format shown below:

Reference	Vendor Question
RFP Section and Page Number	Vendor Question...?

Questions received prior to the submission deadline date, the State's response, and any additional terms deemed necessary by the State will be posted in the form of an addendum to the Interactive Purchasing System (IPS), <http://www.ips.state.nc.us> and shall become an Addendum to this RFP. No information, instruction or advice provided orally or informally by any State personnel, whether made in response to a question or otherwise in connection with this RFP, shall be considered authoritative or binding. Vendors shall rely only on written material contained in an Addendum to this RFP.

2.7 PROPOSAL SUBMITTAL

IMPORTANT NOTE: This is an absolute requirement. Vendor shall bear the risk for late submission due to unintended or unanticipated delay-whether submitted electronically, delivered by hand, U.S. Postal Service, courier or other delivery service. **It is the Vendor's sole responsibility to ensure its proposal has been submitted to this Office by the specified time and date of opening.** The time and date of submission will be marked on each proposal when received. Any proposal submitted after the proposal deadline will be rejected.

Mailing Address for delivery of proposal via US Postal Service	Office Address of delivery of proposal by any other method (special delivery, overnight, etc.)
Isothermal Community College Attn: Heather Maples P.O. Box 804 Spindale, NC 28160	Isothermal Community College Attn: Heather Maples 286 ICC Loop Road Spindale, NC 28160

For proposals submitted via U.S. mail, please note that the U.S. Postal Service generally does not deliver mail to a specified street address but to the State's Mail Service Center. Vendors are cautioned that proposals sent via U.S. Mail, including Express Mail, may not be delivered by the Mail Service Center to the agency's purchasing office on the due date in time to meet the proposal deadline. All Vendors are urged to take the possibility of delay into account when submitting a proposal by U.S. Postal Service, courier, or other delivery service. **Attempts to submit a proposal via facsimile (FAX) machine, telephone, or email in response to this RFP shall NOT be accepted.**

- a) Submit:
- ❖ One (1) signed, original executed proposal response
 - ❖ Five (5) paper copies
 - ❖ One (1) USB of the ORIGINAL PROPOSAL and a REDACTED COPY
- b) Submit your proposal in a sealed package. Clearly mark each package with: (1) Vendor name; (2) the RFP number; and (3) the due date. Address the package(s) for delivery as shown in the table above. If Vendor is submitting more than one (1) proposal, each proposal shall be submitted in separate sealed envelopes and marked accordingly. For delivery purposes, separate sealed envelopes from a single Vendor may be included in the same outer package. Proposals are subject to rejection unless submitted with the information above included on the outside of the sealed proposal package.

Failure to submit a proposal in strict accordance with these instructions shall constitute sufficient cause to reject a vendor's proposal(s).

Critical updated information may be included in Addenda to this RFP. It is important that all Vendors proposing on this RFP periodically check the State's IPS website for any Addenda that may be issued prior to the bid opening date. All Vendors shall be deemed to have read and understood all information in this RFP and all Addenda thereto.

Contact with anyone working for or with the State regarding this RFP other than the Contract Lead named on the face page of this RFP in the manner specified by this RFP shall constitute grounds for rejection of said Vendor's offer, at the State's election.

2.8 ALTERNATE PROPOSALS

Unless provided otherwise in this RFP, Vendor may submit alternate proposals for a comparable solution, various methods or levels of Service(s), or that propose different options. Alternate proposals must specifically identify the RFP requirements and advantage(s) addressed by the alternate proposal. Any alternate proposal, in addition to the marking described above, must be clearly marked with the legend: "Alternate Proposal #102-263['name of Vendor']". Each proposal must be for a specific set of Goods and Services and must include specific pricing. If a Vendor chooses to respond with various offerings, each must be offered with a separate price and be contained in a separate proposal document. Each proposal must be complete and independent of other proposals offered.

2.9 DEFINITIONS, ACRONYMS, AND ABBREVIATIONS

Relevant definitions for this RFP are provided in 01 NCAC 05A .0112 and in the Instructions to Vendors found below which are incorporated herein by this reference.

3. AWARD & EVALUATION CRITERIA

POTENTIAL AND ACTUAL PROPOSERS SHALL NOT CONTACT MEMBERS OF THE BAORD OF TRUSTEES OR THE COLLEGE SELECTION COMMITTEE AT ANY TIME DURING THE EVALUATION AND SELECTION PROCESS WITH THE PURPOSE OF INFLUENCING THE OUTCOME OF THE COMPETITION.

ALL COMMUNICATION CONCERNING THE SOLICITATION SHALL PROCEED THROUGH THE PROCUREMENT DEPARTMENT.

3.1 RESPONSIVENESS

Upon receipt of all proposals, by the date and time specified in the RFP, the Procurement Office shall review all proposals for responsiveness to the proposal instructions. The College shall retain the right to consider any proposal as non-responsive based solely on its judgement that the proposal does not satisfactorily meet the criteria of the proposal instructions or the College's Procurement Code. Those proposals found to be responsive shall be further evaluated by the selection committee.

3.2 EVALUATION CRITERIA

Following receipt of proposals from all interested firms, proposals shall be reviewed by the Selection Committee. The proposals that meet the stated qualifications and submission requirements shall be ranked utilizing the stated evaluation criteria (see below). Once an initial ranking of all proposals has been conducted, the College may elect to award to the top ranked firm or conduct interviews with the three highest ranked firms. If the Selection Committee elects to interview the top ranked companies, a list of firms selected for interview shall be sent to all companies that submitted a proposal.

EVALUATION CRITERIA	
Ability of Offeror's Solution to Satisfy Requirements of the College	40 Points
Firms Qualifications & Experience	20 Points
Support	15 Points
References	10 Points
Total Costs	15 Points
TOTAL	100 Points

3.3 INTERVIEWS

The College Selection Committee reserves the right to conduct interviews/demonstrations with the highest ranked firms after the initial evaluation has been completed, **if needed**. The primary purpose of the interviews/demonstrations shall be to provide such further information as may be required by the College Selection Committee to fully acquaint itself with the relative qualifications of the short-listed firms with regard to the project and the College's needs. Any cost associated with the interview/demonstrations process shall be borne by the Consultant.

Firms chosen for interview will be notified of the place and time that the interview will be conducted.

Questions will not be distributed to interviewees in advance.

The average point scores of the personal interviews shall be added to the average point scores for the technical evaluation to determine the total point score for each Offeror. Offerors shall be ranked from highest to lowest.

3.4 AWARD CRITERIA

Award will be made to the highest ranked, responsive, and responsible Offeror, the offer that is determined to be the most advantageous for the College.

3.5 AWARD TO ONE OFFEROR

Award will be made to one Offeror.

4. SCOPE OF WORK / SPECIFICATIONS

SCOPE:

Isothermal Community College is seeking proposals for a comprehensive campus-wide access control system for its Spindale and Polk locations. The selected vendor must provide a secure, scalable, and user-friendly solution that enhances campus security and access management. Below are the key requirements vendors must address in their proposals.

This solicitation document and any addendum(s) will constitute the contract when awarded.

This solicitation does not commit the College to award a contract, to pay any costs incurred in the preparation of the proposal or to procure any goods or services.

Isothermal Community College reserves the right to reject any and all proposals and to award the contract on the basis of benefits other than price alone. It further reserves the right to purchase based upon price and/or benefits, which best meet the needs of the College.

SOLUTION REQUIREMENTS:

1. Platform & Cloud Requirements

- ❖ Preference for a hybrid cloud security platform with a centralized management interface.
- ❖ System should not require NVRs/DVRs for operation.
- ❖ Must be easy to navigate and manage under a single pane of glass.

2. Support & Updates

- ❖ 24/7 technical support via call, email, and chat at no additional cost, including weekends and holidays.
- ❖ Automatic firmware and software updates included.
- ❖ New features and enhancements should be added at no additional cost.

3. Integration & Scalability

- ❖ Native integration with security cameras for a comprehensive response to threats.
- ❖ Ability to easily scale across multiple sites and buildings.

4. Cost & Warranty

- ❖ Predictable costs with no hidden maintenance or server replacement fees.
- ❖ 10-year warranty on all access control hardware.

5. Security & Compliance

- ❖ Data must be fully encrypted in transit and at rest (TLS v1.2 and AES encryption).
- ❖ Must support Single Sign-On (SSO) and Multi-Factor Authentication (MFA).
- ❖ System must be SOC 2 and NDAA compliant.
- ❖ No inbound connections to devices should be required.

6. Access Control & Door Management

- ❖ Ability to connect all doors in one central platform.
- ❖ No hardware limitations for adding doors
- ❖ Support for wireless locks and privacy mode (ability to restrict access from the outside).
- ❖ Apple Wallet integration for unlocking doors via iPhone or Apple Watch.
- ❖ Role-Based Access Control (RBAC) with unlimited roles and permissions.
- ❖ Bulk credential import/export via CSV.
- ❖ Minimum one-year log retention for access events.

7. Unlock & Lockdown Capabilities

- ❖ Define custom unlock schedules.
- ❖ Support for cloud and Bluetooth unlocks with unlimited mobile passes.
- ❖ Geofencing to ensure users are within proximity before unlocking doors remotely.
- ❖ Lockdown mode with the ability to disable all readers until approved users release lockdown.
- ❖ Configurable lockdown groups and panic button activation.
- ❖ Command app functionality for remote unlocking or lockdown activation.
- ❖ Ability to configure programmable outputs (e.g., alarms, strobe lights) to respond to access events.
- ❖ Anti-passback enforcement to prevent badge sharing.

8. User & Credential Management

- ❖ Supports up to 1 million users with no additional licensing fees.
- ❖ Ability to add, delete, or modify users programmatically.
- ❖ CSV upload support for user credentials.
- ❖ Encrypted credentials with physical and Bluetooth options.
- ❖ Automatic credential deactivation after inactivity with real-time notifications.
- ❖ Cross-site lockdowns to quickly secure multiple buildings in emergencies.

9. Alerts & Reporting

- ❖ Customizable email, SMS, and push notifications for access events.
- ❖ Review footage and access reports by time, user, site, door, or event type.
- ❖ Ability to map access control to floor plans with live updates.
- ❖ Setup ad-hoc reports based on access events.

10. Integration & Compatibility

- ❖ Support for Azure Active Directory and Okta for user synchronization.
- ❖ Automated photo syncing from user profiles to integrate with other platforms.
- ❖ Legacy HID prox card and NFC access card support, including MiFare.
- ❖ No additional software dependencies beyond a browser and web connection.
- ❖ No need for local servers, appliances, or desktops for operation.
- ❖ No port-forwarding required for remote web access.

11. Badge Printing & Credentialing

- ❖ Provision of blank standard 26-bit proxy cards for the college to print badges for new employees.
 - The College estimates the need for approximately 200 proxy cards to be available once the access control system is in place.
- ❖ Vendor should not charge for design of access control badges
- ❖ Support for a variety of badge design options and layouts
- ❖ Ability to upload and integrate employee photos into badge designs.

12. Fees & Additional Costs

- ❖ Analytics capabilities must be included with the purchase

INSTALLATION REQUIREMENTS:

The vendor will be responsible for the removal of existing access control hardware and wiring, followed by the installation of new wiring and access control hardware across the Spindale and Polk locations. This process includes uninstalling outdated components, running new cable infrastructure, installing modern access control devices, and ensuring full system functionality.

Removal of Existing Hardware and Wiring

1. Conduct a site survey to assess existing access control infrastructure
2. Deactivate and safely disconnect all current access control devices.
3. Remove old card readers, door controllers, wiring, and related hardware.
4. Properly dispose of or return decommissioned equipment per project requirements.
5. Patch and repair any surfaces affected by removal if necessary.

Installation of New Wiring and Hardware

1. Install new wiring throughout the campus according to the project design plan.
 - a. Route Cabling through walls, ceilings, and conduits as needed.
 - b. Ensure Compliance with all electrical and building codes.
2. Mount and configure new access control hardware, including but not limited to:
 - a. Card readers/keypads
 - b. Electronic door locks and strikes
 - c. Door controllers and power supplies
 - d. Backup battery systems
3. Connect and integrate new wiring with the access control system components.
4. Program and configure the access control system for campus-wide functionality.
5. Perform thorough testing of all components to verify proper operation.
6. Train designated personnel on the system's operation and troubleshooting.

Finalization and Handover

1. Conduct a final walkthrough with owner to confirm installation completion
2. Provide as-built documentation, including wiring diagrams and system configurations.

SPECIFICATIONS PER BUILDING:

Administration Building 1st Floor			
MFG	SKU	Description	QTY
Verkada	AD34-HW	Door Reader	9
Verkada	LIC-AC-1Y-CAP	1 Year Door License – Capacity Increase	9
Verkada	AC62-HW	16-Door Access Controller	1
Verkada	ACC-BAT-18AH	Backup Battery for AC62 Door Controller	1

Administration Building 2nd Floor			
MFG	SKU	Description	QTY
Verkada	AD34-HW	Door Reader	3
Verkada	LIC-AC-1Y-CAP	1 Year Door License – Capacity Increase	3
Verkada	AC42-HW	4-Door Access Controller	1
Verkada	ACC-BAT-4AH	Backup Battery for AC42 Door Controller	1

Business Sciences Building			
MFG	SKU	Description	QTY
Verkada	AD34-HW	Door Reader	3
Verkada	LIC-AC-1Y-CAP	1 Year Door License – Capacity Increase	3
Verkada	AC42-HW	4-Door Access Controller	1
Verkada	ACC-BAT-4AH	Backup Battery for AC42 Door Controller	1

Communications Building			
MFG	SKU	Description	QTY
Verkada	AD34-HW	Door Reader	4
Verkada	LIC-AC-1Y-CAP	1 Year Door License – Capacity Increase	4
Verkada	AC62-HW	16-Door Access Controller	1
Verkada	ACC-BAT-18AH	Backup Battery for AC62 Door Controller	1

Construction Trade Technologies Building			
MFG	SKU	Description	QTY
Verkada	AD34-HW	Door Reader	1
Verkada	LIC-AC-1Y-CAP	1 Year Door License – Capacity Increase	1
Verkada	AC42-HW	4-Door Access Controller	1
Verkada	ACC-BAT-4AH	Backup Battery for AC42 Door Controller	1

Engineering Technology & Workforce Development Building 1st Floor			
MFG	SKU	Description	QTY
Verkada	AD34-HW	Door Reader	2
Verkada	LIC-AC-1Y-CAP	1 Year Door License – Capacity Increase	2
Verkada	AC42-HW	4-Door Access Controller	1
Verkada	ACC-BAT-4AH	Backup Battery for AC42 Door Controller	1

Engineering Technology & Workforce Development Building 2nd Floor			
MFG	SKU	Description	QTY
Verkada	AD34-HW	Door Reader	6
Verkada	LIC-AC-1Y-CAP	1 Year Door License – Capacity Increase	6
Verkada	AC62-HW	16-Door Access Controller	1
Verkada	ACC-BAT-18AH	Backup Battery for AC62 Door Controller	1

Health & Public Services Building			
MFG	SKU	Description	QTY
Verkada	AD34-HW	Door Reader	4
Verkada	LIC-AC-1Y-CAP	1 Year Door License – Capacity Increase	4
Verkada	AC42-HW	4-Door Access Controller	1
Verkada	ACC-BAT-4AH	Backup Battery for AC42 Door Controller	1

IT Building			
MFG	SKU	Description	QTY
Verkada	AD34-HW	Door Reader	5
Verkada	LIC-AC-1Y-CAP	1 Year Door License – Capacity Increase	5
Verkada	AC62-HW	16-Door Access Controller	1
Verkada	ACC-BAT-18AH	Backup Battery for AC62 Door Controller	1

Lifelong Learning Center Building			
MFG	SKU	Description	QTY
Verkada	AD34-HW	Door Reader	3
Verkada	LIC-AC-1Y-CAP	1 Year Door License – Capacity Increase	3
Verkada	AC42-HW	4-Door Access Controller	1
Verkada	ACC-BAT-4AH	Backup Battery for AC42 Door Controller	1

Machine Shop Building			
MFG	SKU	Description	QTY
Verkada	AD34-HW	Door Reader	1
Verkada	LIC-AC-1Y-CAP	1 Year Door License – Capacity Increase	1
Verkada	AC42-HW	4-Door Access Controller	1
Verkada	ACC-BAT-4AH	Backup Battery for AC42 Door Controller	1

Performing Arts Building 1st Floor			
MFG	SKU	Description	QTY
Verkada	AD34-HW	Door Reader	2
Verkada	LIC-AC-1Y-CAP	1 Year Door License – Capacity Increase	2
Verkada	AC62-HW	16-Door Access Controller	1
Verkada	ACC-BAT-18AH	Backup Battery for AC62 Door Controller	1

Performing Arts Building 2nd Floor			
MFG	SKU	Description	QTY
Verkada	AD34-HW	Door Reader	2
Verkada	LIC-AC-1Y-CAP	1 Year Door License – Capacity Increase	2

Polk Campus			
MFG	SKU	Description	QTY
Verkada	AD34-HW	Door Reader	2
Verkada	LIC-AC-1Y-CAP	1 Year Door License – Capacity Increase	2
Verkada	AC42-HW	4-Door Access Controller	2
Verkada	ACC-BAT-4AH	Backup Battery for AC42 Door Controller	2

Student Center Building			
MFG	SKU	Description	QTY
Verkada	AD34-HW	Door Reader	8
Verkada	LIC-AC-1Y-CAP	1 Year Door License – Capacity Increase	8
Verkada	AC62-HW	16-Door Access Controller	1
Verkada	ACC-BAT-18AH	Backup Battery for AC62 Door Controller	1

Welding Building			
MFG	SKU	Description	QTY
Verkada	AD34-HW	Door Reader	1
Verkada	LIC-AC-1Y-CAP	1 Year Door License – Capacity Increase	1
Verkada	AC42-HW	4-Door Access Controller	1
Verkada	ACC-BAT-4AH	Backup Battery for AC42 Door Controller	1

For reference, we have attached blueprints of our campus facilities, which include the designated locations for Access Controllers, Readers, and backup batteries. Vendors should use these documents to understand the scope of installation and incorporate any necessary considerations into their proposals.

Administration 1st Floor



1st Floor

Access Control
100% of plan (100% of project)



Hardware

1 AC62-HW

Licensing

9 LIC-AC-1Y-CAP

Add-Ons

9 AD34-HW


1 ACC-BAT-18AH

Administration 2nd Floor



2nd Floor

Access Control
100% of plan (100% of project)



Hardware
1 AC42-HW

Licensing
3 LIC-AC-1Y-CAP

Add-Ons
3 AD34-HW
1 ACC-BAT-4AH

Business Sciences



Business Sciences

Access Control
100% of plan (100% of project)



Hardware

1 AC42-HW

Licensing

3 LIC-AC-1Y-CAP

Add-Ons

3 AD34-HW

1 ACC-BAT-4AH

Communications



Communications

Access Control
100% of plan (100% of project)



Hardware

1 AC62-HW

Licensing

4 LIC-AC-1Y-CAP

Add-Ons

4 AD34-HW

1 ACC-BAT-18AH

Constructon Trade Technologies Building



Constructon Trade Technologies Bldg

Access Control
100% of plan (100% of project)



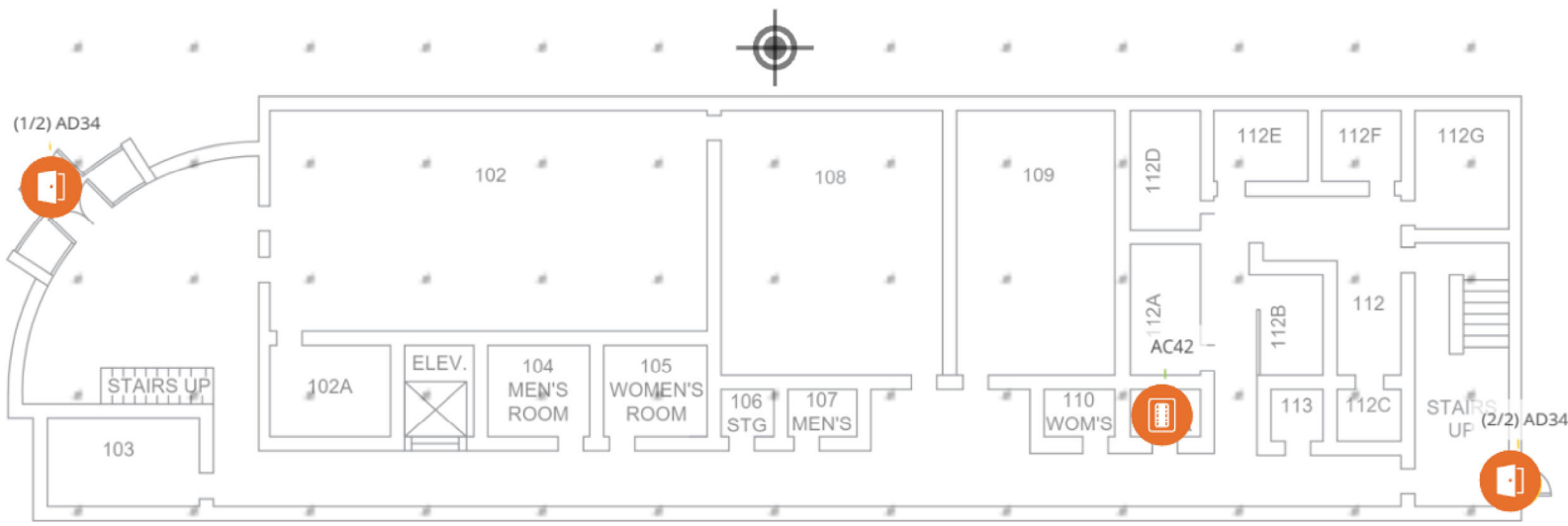
Hardware
1 AC42-HW

Licensing
1 LIC-AC-1Y-CAP

Add-Ons
1 AD34-HW
1 ACC-BAT-4AH

Engineering Technology & Workforce Development

1st Floor



1st Floor

Access Control
100% of plan (100% of project)



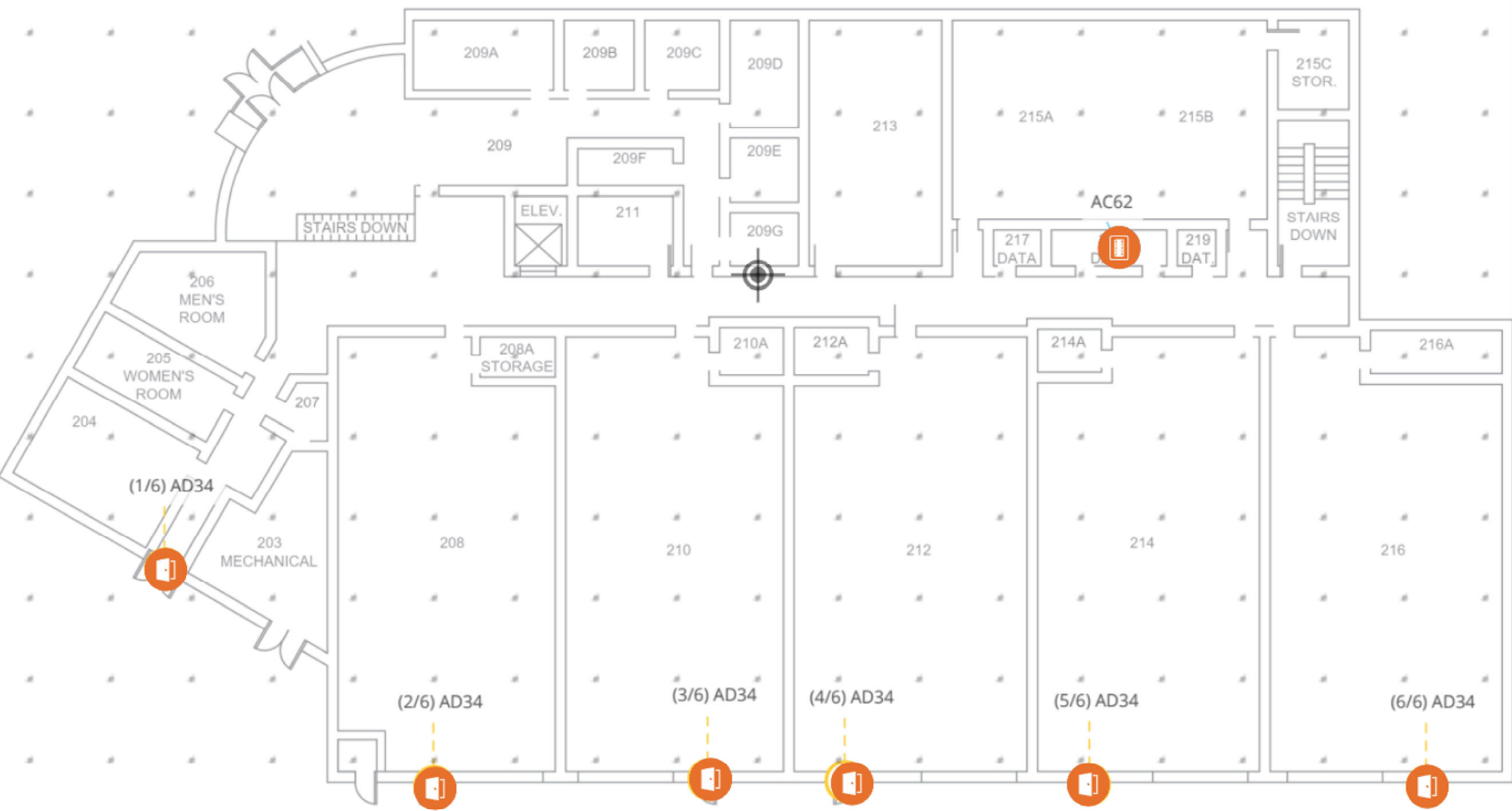
Hardware
1 AC42-HW

Licensing
2 LIC-AC-1Y-CAP

Add-Ons
2 AD34-HW
1 ACC-BAT-4AH


Engineering Technology & Workforce Development

2nd Floor



2nd Floor

Access Control
100% of plan (100% of project)



Hardware
1 AC62-HW

Licensing
6 LIC-AC-1Y-CAP


Add-Ons
6 AD34-HW
1 ACC-BAT-18AH

Health & Public Services



Health and Public Services

Access Control
100% of plan (100% of project)



Hardware
1 AC42-HW

Licensing
4 LIC-AC-1Y-CAP

Add-Ons
4 AD34-HW
1 ACC-BAT-4AH

Information Technology



IT

Access Control
100% of plan (100% of project)



Hardware

1 AC62-HW

Licensing

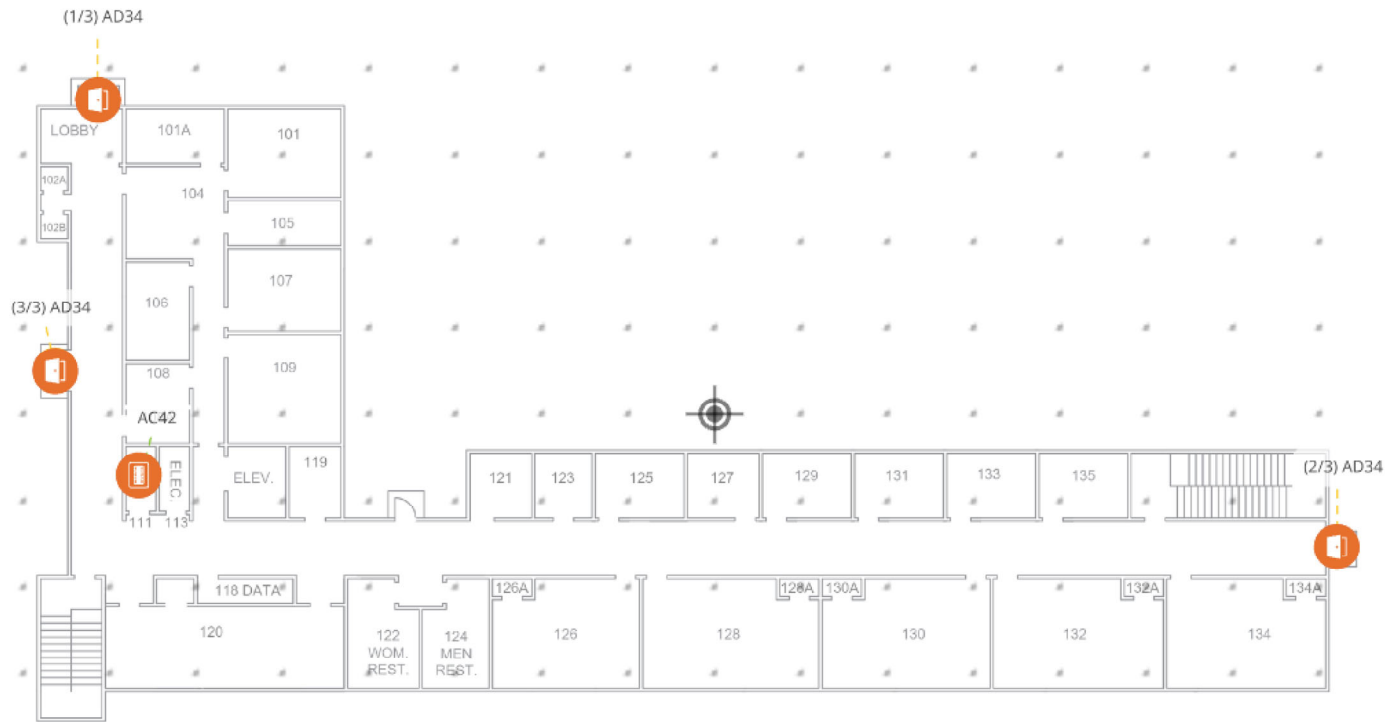
5 LIC-AC-1Y-CAP

Add-Ons

5 AD34-HW

1 ACC-BAT-18AH

Lifelong Learning Center 1st Floor



LLC

Access Control

100% of plan (100% of project)



Hardware

1 AC42-HW

Licensing

3 LIC-AC-1Y-CAP

Add-Ons

3 AD34-HW

1 ACC-BAT-4AH

Machine Shop



Machine Shop

Access Control

100% of plan (100% of project)



Hardware

1 AC42-HW

Licensing

1 LIC-AC-1Y-CAP

Add-Ons

1 AD34-HW

1 ACC-BAT-4AH

Performing Arts Center 1st Floor

1st Floor

Access Control
100% of plan (100% of project)



Hardware

1 AC62-HW

Licensing

2 LIC-AC-1Y-CAP

Add-Ons

1 ACC-BAT-18AH

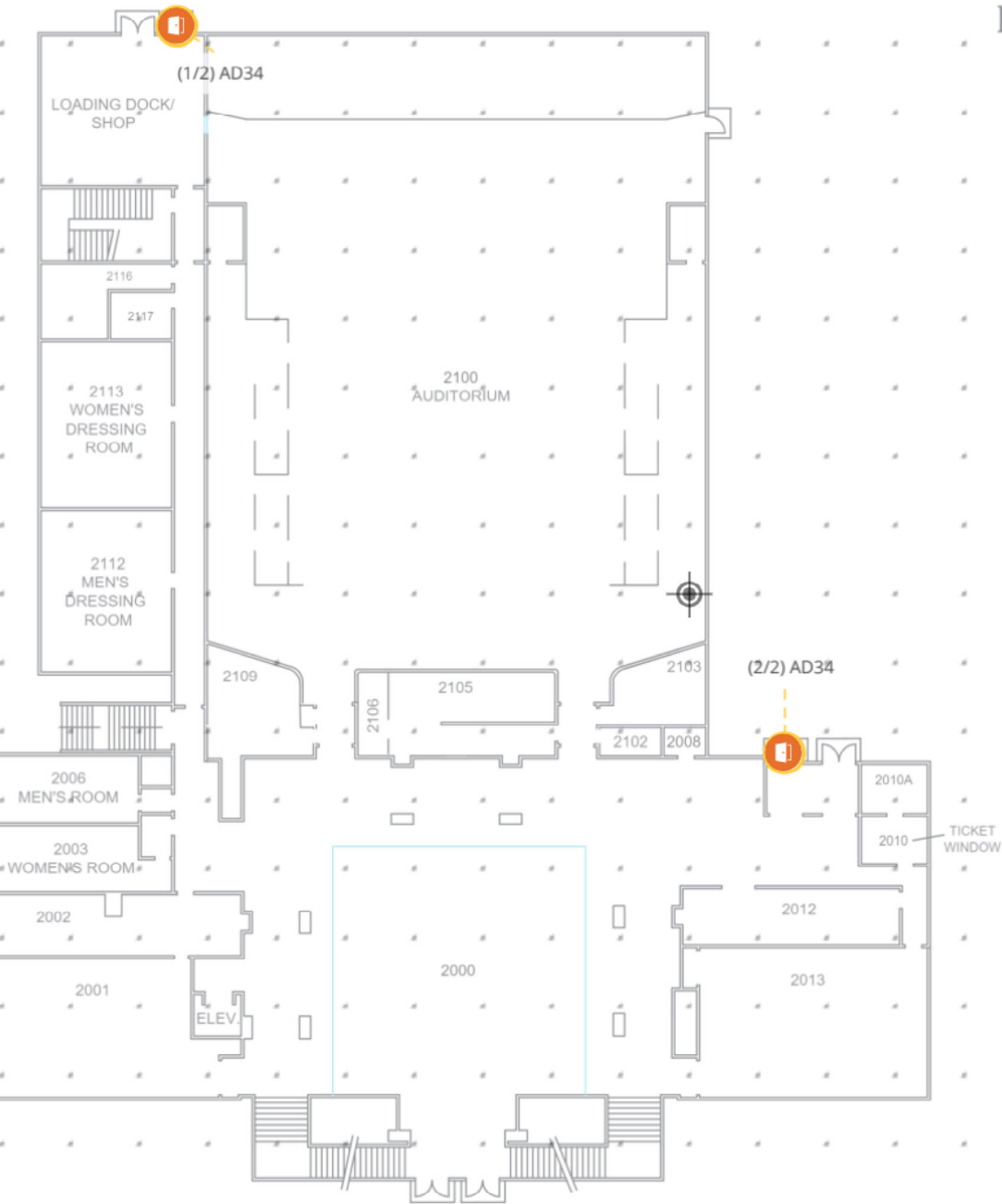
2 AD34-HW



1/2) AD34

AC62

Peforming Arts Center 2nd Floor



2nd Floor

Access Control

100% of plan (100% of project)



Licensing

2 LIC-AC-1Y-CAP

Add-Ons

2 AD34-HW

Student Center



Student Center

Access Control

100% of plan (100% of project)



Hardware

1 AC62-HW

Licensing

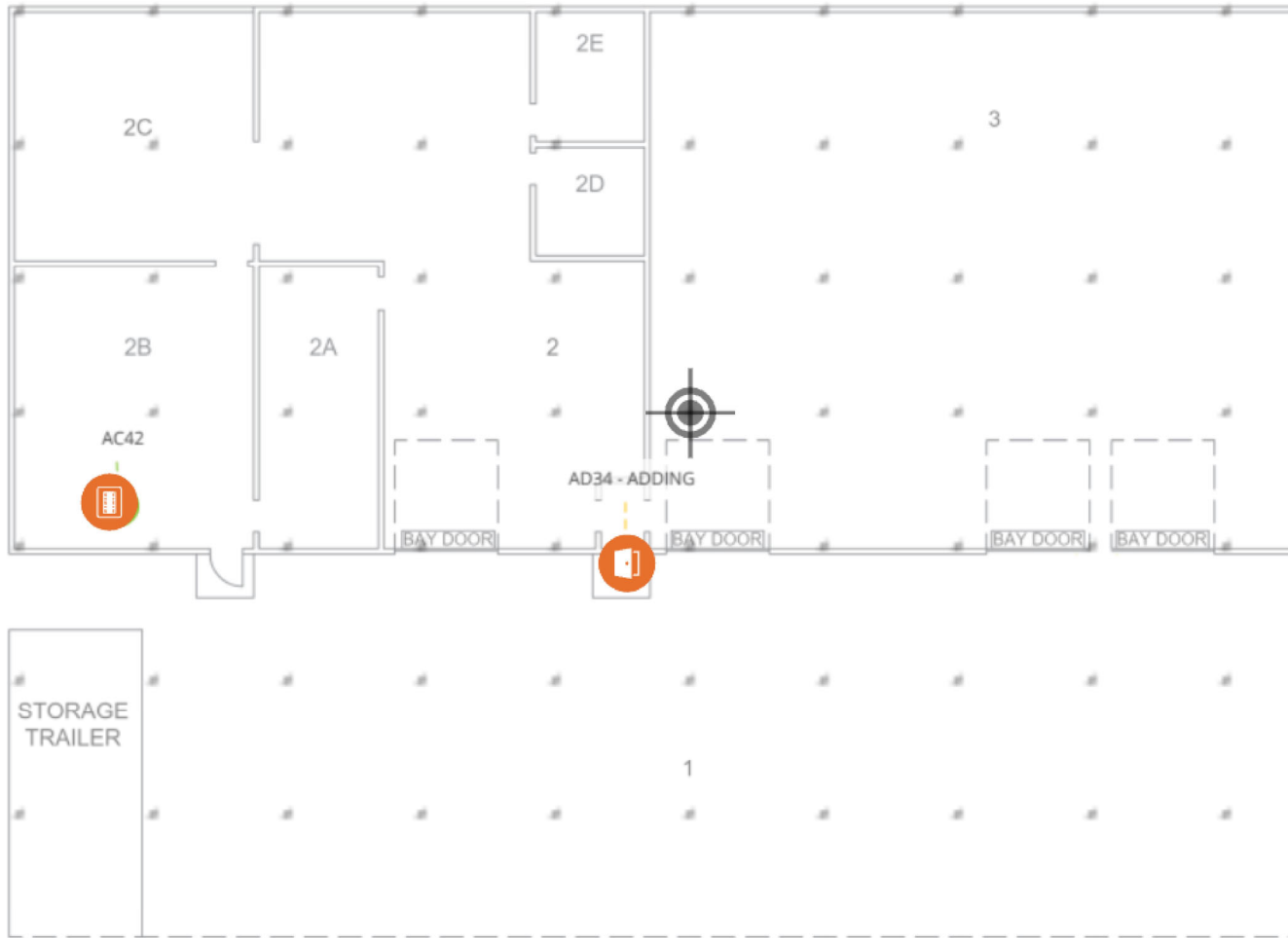
8 LIC-AC-1Y-CAP

Add-Ons

8 AD34-HW

1 ACC-BAT-18AH

Welding



Welding

Access Control

100% of plan (100% of project)



Hardware

1 AC42-HW

Licensing

1 LIC-AC-1Y-CAP

Add-Ons

1 AD34-HW

1 ACC-BAT-4AH

5. QUALIFICATIONS

QUALIFICATION OF OFFEROR: To be eligible for award, you must have the capability in all respects to perform fully the contract requirements and the integrity and reliability which will assure good faith performance.

1. By submitting a proposal, the Principal on behalf of the Offeror represents that he/she has read and understands the request for proposal requirements and that the proposal is made in accordance therewith;
2. That he/she understands the services as outlined in the request for proposal and any addenda thereto such that failure to request clarification shall be deemed a waiver of such need for clarification;
3. That the Principal is an authorized representative of the Offeror, who has the authority to make such representations and offers on behalf of the Offeror and enter into such contractual arrangements binding the Offeror as identified in this request for proposal;
4. That, By submitting a proposal, the Principal certifies that neither he/she nor anyone employed by the Offeror has divulged, discussed, or compared any proposal with any other Offeror or potential Offeror and has not colluded with any other Offeror or parties to this competitive solicitation;
5. That he/she has fully disclosed and explained, in good faith, the scope of services, Principal qualifications, Offeror capabilities, administrative requirements, and benefits inherent in the proposal, whether positive or negative to the interests or requirements of the College;
6. That the Principal takes full responsibility for timely submission of the proposal in accordance with the requirements of this request for proposal;
7. That he/she agrees that the terms and conditions of this request for proposal and any addenda thereto shall constitute the substantive terms and conditions of any resulting contract and that no default from performance shall occur by virtue of mistake, misunderstanding or lack of clarity by the Offeror or Principal.

6. SUBMITTAL REQUIREMENTS/PROPOSAL FORMAT

The proposal shall speak for itself on behalf of the proposers. Proposers are discouraged from submitting supplementary materials or from making calls upon the College after the proposals have been submitted. Failure to comply with format requirements may cause the submittal to be removed from further consideration.

Submission of proposals indicates Respondent's acceptance of the evaluation technique and Respondent's recognition that some subjective judgments must be made by Owner during the determination of ranking order and award.

The Owner reserves the right to select or reject any and all responses as a result of this Request for Proposal. The Owner is not liable for any costs incurred by any person or firm responding to this Request for Proposal.

Information presented in the proposal shall conform to the following:

1. All pages are to be numbered
2. Include a table of contents
3. Information submitted shall be tabbed and organized as stated below
4. Each section must re-state the subheading or question, followed by your response
5. Font size shall not be less than 10 point
6. Submittals shall be provided in a three-ring binder or stapled in upper left-hand corner

SECTION 1: Introduction

Submit a cover letter which certifies the Offeror's ability to perform the services described herein and confirms the company is willing to enter into a contract with Isothermal Community College. The letter shall be signed by a person having the authority to commit the firm to a contract. (one page maximum).

SECTION 2: Table of Contents

A table of contents of the material contained in the RFP should follow the cover letter. The table of contents should identify major points of discussion by page number.

SECTION 3: Signatory/Information Sheets

Page 2 of this RFP, duly executed and attachments of the RFP

SECTION 4: Company Profile & Background

In this section, Proposer's must provide:

- a. A brief description of the Proposer's background and history. Include the number of employees, and the number of clients running the proposed access control solution.
- b. The location of headquarters, technical support, and field offices and the location of office which would service the College.

SECTION 5: Company Qualifications

Provide, in detail, your firm's credentials as related to this project. Your response must include information that documents understanding of the relevant compliance regulations and standards, as well as successful and reliable experience in past performances, especially those performances related to the requirements of this RFP

SECTION 6: Proposed Solution

In this section, Proposers must provide a concise synopsis of Proposer's Campus-Wide Access Control Solution, highlighting its key features, capabilities, and benefits.

SECTION 7: Platform & Cloud Requirements

- a. Please describe how your solution supports a hybrid cloud architecture, including the management interface capabilities for centralized control.
- b. Confirm that your system operates without requiring NVRs or DVRs. Provide details on how this is accomplished.
- c. Provide an overview of the user interface for managing and navigating the system. How does the system simplify management under a single dashboard?

SECTION 8: Support & Updates

- a. **24/7 Technical Support**
Provide details of your 24/7 support services, including support via call, email, and chat. Explain how support is available on weekends and holidays, and confirm that this is at no additional cost.
- b. **Automatic Firmware and Software Updates**
Detail the process for automatic updates and how the solution ensures all systems are up-to-date with the latest features and security patches.

SECTION 9: Integration & Scalability

- a. **Native Integration with Security Cameras**
Provide information on how your access control system integrates with security cameras, enabling a comprehensive threat response.
- b. **Scalability Across Multiple Sites**
Explain how your solution is designed to scale across multiple buildings and sites. Describe how the system adapts to growing needs.

SECTION 10: Security & Compliance

- a. **Encryption and Data Security**
Confirm that all data is encrypted both in transit and at rest (TLS v1.2, AES encryption). Provide any relevant security certifications or standards met by your system.
- b. **Support for SSO and MFA**
Explain how your system supports Single Sign-On (SSO) and Multi-Factor Authentication (MFA).
- c. **Compliance with SOC 2 and NDAA**
Provide proof of SOC 2 and NDAA compliance. Explain how your solution meets these standards.
- d. **No Inbound Connections to Devices**
Confirm that the system does not require inbound connections to devices and explain the security measures in place to support this.

SECTION 11: Access Control & Door Management

- a. **Centralized Door Management**
Describe how your platform allows for managing all doors from a single interface.
- b. **Hardware Limitations**
Confirm there are no hardware limitations for adding additional doors.
- c. **Wireless Locks and Privacy Mode**

- Explain how your solution supports wireless locks and privacy mode functionality.
- d. **Apple Wallet Integration**
Provide details on how users can unlock doors using their iPhone or Apple Watch via Apple Wallet.
 - e. **Role-Based Access Control (RBAC)**
Describe the RBAC features, including the ability to create unlimited roles and permissions.
 - f. **Bulk Credential Import/Export**
Confirm the ability to bulk import/export credentials via CSV.
 - g. **Access Event Logging**
Provide information on the system's log retention, including a minimum of one year of access event logs.

SECTION 12: Unlock & Lockdown Capabilities

- a. **Custom Unlock Schedules**
Describe how your solution allows for custom unlock schedules to be defined.
- b. **Cloud and Bluetooth Unlocking**
Explain how your system supports cloud and Bluetooth unlocking, including unlimited mobile passes.
- c. **Geofencing and Lockdown Mode**
Detail how geofencing is used for remote unlocking and how the lockdown mode works, including configurable groups and panic button activation.
- d. **Remote Command Functionality**
Confirm the availability of a command app for remote unlocking or lockdown activation.
- e. **Programmable Outputs**
Explain how the system can be configured to trigger alarms or strobe lights in response to access events.
- f. **Anti-Passback Enforcement**
Provide information on how your system prevents badge sharing through anti-passback enforcement.

SECTION 13: User & Credential Management

- a. **User Capacity**
Confirm that the system can support up to 1 million users without additional licensing fees.
- b. **Programmatic User Management**
Detail how users can be added, deleted, or modified programmatically.
- c. **CSV Upload for Credentials**
Confirm support for importing user credentials via CSV files.
- d. **Encrypted Credentials**
Explain how user credentials are securely stored and transmitted, supporting both physical and Bluetooth credentials.
- e. **Automatic Credential Deactivation**
Provide details on how automatic deactivation of credentials works after a period of inactivity, along with real-time notifications.
- f. **Cross-Site Lockdowns**
Describe the ability to execute cross-site lockdowns to secure multiple buildings in an emergency.
- g. **Badge Design**
Confirm that the design of access control badges is included in the proposed pricing at no additional cost.

SECTION 14: Alerts & Reporting

- a. Customizable email, SMS, and push notifications for access events.
- b. Review footage and access reports by time, user, site, door, or event type
- c. Ability to map access control to floor plans with live updates.
- d. Setup ad-hoc reports based on access events.

SECTION 15: Integration & Compatibility

- a. Support for Azure Active Directory and Okta for user synchronization.
- b. Automated photo syncing from user profiles to integrate with other platforms.
- c. Legacy HID prox card and NFC access card support, including MiFare.
- d. No additional software dependencies beyond a browser and web connection.
- e. No need for local servers, appliances, or desktops for operation.
- f. No port-forwarding required for remote web access.

SECTION 16: Implementation Plan & Timeline

- a. **Provide a timeline for project phases:**
 - ❖ Design
 - ❖ Installation
 - ❖ Testing
 - ❖ Training
 - ❖ Go-Live
- b. **Provide an estimated project completion timeframe**

SECTION 17: References

Provide at least three (3) references from community colleges, universities, or county/state governments for whom you have provided campus-wide access control solutions. Include dates and details of the work performed, contact persons, telephone numbers, and email addresses. By submission of the references, you are authorizing Isothermal Community College to contact these references.

SECTION 18: Solution Total Costs

The College seeks a clear and comprehensive understanding of all costs associated with this solution, including **materials, equipment, installation, proxy cards, and any other associated fees.** The College will evaluate proposals based on the “Total Costs.” The Proposer’s pricing should, by line item, identify all costs, with a clearly identified “Total Costs.” **Additionally, pricing should be broken down per building to provide transparency in cost allocation.** The contract “not to exceed” amount will be based on the “Total Costs.”

Proposers must include pricing for a **1-year door license** as well as an **optional 3-year door license** to allow the College flexibility in selecting the most cost-effective solution.

If multi-year pricing is proposed, it must include the ability to pay Equal Annualized Payments for the duration of the contract.

The College is seeking in essence a “turnkey” project. Proposers must provide any services (including cloud based), software licensing, maintenance, and/or 3rd party agreements that would be required for the proposer’s solution.

7. ATTACHMENTS TO SOLICITATION

ATTACHMENT A

**ACKNOWLEDGEMENT OF ADDENDUMS
RFP 102-263
Campus Wide Access Control**

The Purchasing Department will post addendums (if any) through <https://evp.nc.gov/>. It is the vendor's responsibility to periodically visit the North Carolina Electronic Vendor Portal to check for addendums, **both before the due date and prior to submitting a response.**

IF AN ADDENDUM WAS ISSUED:

By signing below, I acknowledge:

1. I have received the addendum as indicated below.
2. My submittal reflects the changes to the specifications/scope of work.
3. My submittal includes the most recently revised forms:

Addendum No. 1	Dated:	Addendum No. 6	Dated:
Addendum No. 2	Dated:	Addendum No. 7	Dated:
Addendum No. 3	Dated:	Addendum No. 8	Dated:
Addendum No. 4	Dated:	Addendum No. 9	Dated:
Addendum No. 5	Dated:	Addendum No. 10	Dated:

IF NO ADDENDUM WERE ISSUED:

By signing below, I acknowledge that I reviewed the North Carolina Electronic Vendor Portal on _____ and did not see any addendums listed for this solicitation.

(date)

Business Name:	
Authorized Signature:	
Printed Name:	
Title:	
Date:	

ATTACHMENT B: INSTRUCTIONS TO VENDORS

The Instructions to Vendors, which are incorporated herein by this reference, may be found here:

<https://ncadmin.nc.gov/formnorth-carolina-instructions-vendors032023/download?attachment>

ATTACHMENT C: NORTH CAROLINA GENERAL TERMS & CONDITIONS

The North Carolina General Terms and Conditions, which are incorporated herein by this reference, may be found here:

<https://www.doa.nc.gov/form-north-carolina-general-terms-and-conditions-11-2023/open>

ATTACHMENT D: HUB SUPPLEMENTAL VENDOR INFORMATION

Complete and return the Historically Underutilized Businesses (HUB) Vendor Information form, which can be found at the following link:

<https://www.doa.nc.gov/pandc/onlineforms/form-hub-supplemental-vendor-information-9-2021/download>

ATTACHMENT E: CUSTOMER REFERENCE FORM - RESERVED

References are a required section of your proposal.

ATTACHMENT F: LOCATION OF WORKERS UTILIZED BY VENDOR

Complete and return the Location of Workers Utilized by Vendor, which can be found at the following link:

<https://www.doa.nc.gov/pandc/onlineforms/form-location-workers-09-2021/download>

ATTACHMENT G: CERTIFICATION OF FINANCIAL CONDITION

Complete, sign, and return the Certification of Financial Condition, which can be found at the following link:

<https://www.doa.nc.gov/pandc/onlineforms/form-certification-financial-condition-09-2021/download>

LOBBYING ACTIVITY CERTIFICATION FOR FEDERAL GRANTS

The Certification for Contracts, Grants, Loans, and Cooperative Agreements and the OMB Standard Form LLL are separate documents that can be found at the following link:

<https://www.doa.nc.gov/pc-formcertification-contracts-grants-loans-and-cooperative-agreements-72020pdf/open>

***** Failure to Return the Required Attachments May Eliminate
Your Response from Further Consideration *****