

Inquiry Charter School

Request for Proposal

Access Control System - SY2023-2024

Introduction:

This is a request for proposals to refresh the Access Control System at Inquiry Charter School, located at 1301 Belmont Avenue, Philadelphia PA 19104.

To bid on this RFP, you're required to schedule a site survey with the [Director of Technology of Belmont Charter Network](#). The project scope includes

1. Removal of the old access control system.
2. Installation of the new access control system - we are looking for Verkada Access in this project.
3. Installation of electronic panic bar with vertical rod to external door.
4. Replacement of existing maglocks with electronic panic bar with vertical rod.
5. Integrating the new system with existing video intercom (iPhone) installed at each access controlled entry.
6. Train staff to manage the access control system.
7. Warranty and options for ongoing maintenance contract.

Please follow the below instructions:

Installation Specification Summary

Door Type	Quantity	Current Lock Type	Replacement Lock Type
External Double Door	4	Maglock	Electronic panic bar with vertical rod
External Double Door	1	Door Strike	Better Door Strike
External Single Door	3	Maglock	Electronic panic bar
Internal Double Door	16	Maglock	Electronic panic bar

- New wiring should not be required for this project, since old wiring can be re-used to retrofit the new system.

- Most of the doors currently do not have door mullions to install door strikes. We are open to retrofitting door mullions if this is something that the vendor can do.

- Winning bid must meet all requirements below for access control system installation:

1. Must use Verkada Access as the replacement system.
2. Must be able to tie existing iPhone video intercom systems to the new system.
3. Door must open by single motion to be in compliance with fire code.

4. Door must stay mechanically locked from the outside when there's no power. This includes back up batteries from the access control system.
5. The installation must take place 1 to 2 doors at a time, to assure building safety and minimize overall downtime during installation.
6. Must be able to provide references from previous clients for similar projects.
7. Installer's are responsible for cleaning up during installation.
8. It is the vendor's responsibility to manage its installers and make sure that the project progresses at the agreed upon pace.
9. Warranty information must be included in the quote and worked into final contract.

- Upon completion of site survey, proposals must be submitted within 14 calendar days for the bids to be considered.

- Email bids to rfp@belmontcharternetwork.org, cc alex.tin@belmontcharternetwork.org & stacey.wolf@belmontcharternetwork.org.

- You will receive notification of your award status no later than February 1st, 2023.

- For further clarifications or questions, contact alex.tin@belmontcharternetwork.org.