

Request for Proposal

Services: Security System
Term: Must be completed by June 30, 2018
Quote Due By: May 4, 2018 (email address above)
Requirements: Worker's Compensation
Liability Insurance
Sign ELCAC's 1718 General Assurances and Certifications (attached)
Funding: CFDA#: 93.558, 93.575, 93.596, 93.667 and CSFA#: 48.108

The Early Learning Coalition of Alachua, Inc. (ELCAC) is requesting proposals from qualified professional security installation firms (Vendor) for the purchase, installation and monitoring of a security system for ELCAC's premises. The qualified Vendor will enable the ELCAC to safely provide necessary service to the community.

Local businesses, minority-owned business enterprises, women-owned business enterprises, and veteran-owned business enterprises are encouraged to submit proposals.

The system must be installed by June 30, 2018. Proposal and all correspondence relating to this RFP shall be submitted via email to:

Linda Goettsche
Operations Coordinator
4424 NW 13th Street, A5
Gainesville, FL 32609
352-375-4110 ext. 156.
lgoettsche@elcalachua.org

Scope/Services Requested:

ELCAC occupies two buildings. The main building (Bldg. A) has approximately 8200 square feet. In the second building (Bldg. B), ELCAC only occupies one office that is used for a conference/training room. It is approximately 1,025 square feet. The successful bidder will install an integrated security system, including video surveillance cameras, secure access door controls, panic button, and burglar alarm.

The system should support 7 video surveillance cameras inside 7 offices or common areas in Bldg. A, one camera in Bldg. B, and up to 4 external cameras in the parking areas. The cameras need to record video only, sound is not needed. The video should be accessible for up to 90 days.

ELCAC has push panic locks on all its exit doors; 8 in Bldg. A and 1 in Bldg. B. Currently, ELCAC utilizes a keyed lock system. This request is for a keyless access that will identify the user and offer management to restrict access based on user profile. There are four doors that need entrance access: 3 in Bldg. A and one in Bldg. B. All employees, except for the CEO and a fiscal staff person, enter through one door in Bldg. A. The CEO has a separate entrance and the fiscal staff person has a separate entrance. Employees may exit through any exit door. Bldg. B will need two keyless access cards.

ELCAC currently has no burglar alarm. Along with the installation of a burglar alarm, ELCAC wants a panic button installed in the reception area for emergency purposes.

Interested bidders may schedule a walk-through Tuesday, May 1, 2018 or Wednesday, May 2, 2018 by calling Linda Goettsche at 352-375-4110 ext. 156.

Location: ELCAC Administrative office, Building A, and Building B, unit B6, 4424 NW 13 Street, Gainesville, FL 32609.

Early Learning Coalition of Alachua County, Inc.
4424 NW 13th Street, A5, Gainesville, FL 32609

Contact: Linda Goettsche
lgoettsche@elcalachua.org

Terms: Complete the installation on or before June 30, 2018.

Payment: Contractor will be reimbursed upon submission of invoice after services are provided. ELCAC will issue payment with 14 days.

Prorate: Contractor's failure to perform as required will trigger corrective action and possible reduction in payment.

Please submit your proposal to include the installation services listed above, as well as any additional services required.