

# **SOURCES SOUGHT REQUEST FOR INFORMATION**

**SSRFI #030123**

## **County-wide Access Control Systems**

Jackson County Georgia



**Due Date:  
April 4, 2023**

Issued By:

Jackson County Board of Commissioners  
67 Athens Street  
Jefferson, Georgia 30549

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## **SECTION I - GENERAL INFORMATION**

### **A. OBJECTIVE**

The Jackson County Board of Commissioners is seeking submissions from firms qualified and experienced in the manufacturing of physical access control systems for the purpose of assigning a brand and/or product as the county-wide standard for future access control projects.

### **B. QUESTIONS AND CLARIFICATIONS / DESIGNATED COUNTY CONTACTS**

All questions regarding this Sources Sought Request for Information (SSRFI) shall be submitted via e-mail. Questions will be accepted and answered in accordance with the terms and conditions of this SSRFI.

**All questions shall be submitted on or before Tuesday March 28, 2023.**, and should be addressed as follows:

Scope of Work/Submission Content questions shall be e-mailed to:

Larry Latimer, Design Consultant

[llatimer.rosserint@gmail.com](mailto:llatimer.rosserint@gmail.com)

**QUESTIONS SHOULD ONLY BE SUBMITTED BY E-MAIL**

Should any prospective offeror be in doubt as to the true meaning of any portion of this SSRFI, or should the prospective offeror find any ambiguity, inconsistency, or omission therein, the prospective offeror shall make a written request for an official interpretation or correction by the due date for questions above.

All interpretations, corrections, or additions to this SSRFI will be made only via submission of questions to [llatimer.rosserint@gmail.com](mailto:llatimer.rosserint@gmail.com). Modifications will be issued as an official addendum that will be posted to [www.jacksoncountygov.com](http://www.jacksoncountygov.com) and it shall be the prospective offeror's responsibility to ensure they have received all addenda before submitting a submission. Any addendum issued by the County shall become part of the SSRFI, and must be incorporated in the submission where applicable.

### **C. PRE-SUBMISSION MEETING**

No pre-submission meeting will be held for this SSRFI. Please contact staff indicated above with general questions regarding the SSRFI.

### **D. SUBMISSION FORMAT**

To be considered, each firm must submit a response to this SSRFI using the format provided in Section III. No other distribution of submissions is to be made by the prospective offeror. An official authorized to bind the offeror must sign the submission in ink. Each submission must remain valid for at least ninety days from the due date of this SSRFI.

Submissions should be prepared simply and economically providing a straightforward, concise description of the offeror's ability to meet the requirements of the SSRFI. No erasures are permitted. Do not provide information not requested. Submission must be made as required to:

- E.** ATTN: County Managers Office for  
Mr. Justin King, Director of Information Technology  
67 Athens Street  
Jefferson, Georgia 30549  
706-387-6213

### **F. SELECTION CRITERIA**

Responses to this SSRFI will be evaluated as a qualifications based selection using a point system as shown in Section III. A selection committee comprised of staff from the County and County Consultants will complete the evaluation.

A hypothetical project fee submission will be included in the qualifications based selection – it will be used solely to determine if cost is a significant factor between offerors. It will not bind the offeror to provide any material or labor nor will it be interpreted as a bid submission for actual work. However, the hypothetical project fee submission will be a scored portion of the qualifications based selection.

Submissions will be considered by evaluation of offeror's qualifications, and if necessary, the County will determine top submissions, or Short Listed firms. The County will invite those Short Listed firms to interview with the County. Short listed firms will be given the opportunity to discuss their submission, qualifications, experience, and their hypothetical fee submission in more detail. If the County chooses to interview any respondents, the interviews will be tentatively held the **week of April 17, 2023**. Offeror must be available on these dates.

All submissions submitted may be subject to additional clarifications.

## **F. SEALED SUBMISSION**

**All submissions are due and must be delivered to the County on or before, 2:00 PM (local time) April 4, 2023.** Submissions submitted late or via oral, telephonic, telegraphic, electronic mail or facsimile **will not** be considered or accepted.

**Each respondent must submit in a sealed envelope □ one (1) original submission □ three (3) additional submission copies □ one (1) digital copy of the submission preferably on a USB/flash drive as one file in PDF format**

Submissions submitted must be clearly marked: **“SSRFI No. 030123 – “County-wide Access Control Systems”** and list the offeror’s name and address.

Submissions must be addressed and delivered to:  
Mr. Justin King – Director of Information Technology  
67 Athens Street  
Jefferson, Georgia 30549

All submissions received on or before the due date will be publicly opened and recorded on the due date. No immediate decisions will be rendered.

The County will not be liable to any prospective offeror for any unforeseen circumstances, delivery, or postal delays. Postmarking on the due date will not substitute for receipt of the submission. Offerors are responsible for submission of their submission. Additional time will not be granted to a single prospective offeror. However, additional time may be granted to all prospective offerors at the discretion of the County. If so granted, additional time will be documented by addendum via means described herein.

## **G. DISCLOSURES**

- a** A submission summary is available upon request from responding offerors and will be posted on the Jackson County website.
- b** A submission summary is available to all other requesters at no charge if requested with thirty days of selection.
- c** After thirty days from selection, submissions documents are available under the Georgia Open Records Act. A written request must be made to the Jackson County Board of Commissioners.

## **H. AWARD**

This SSRFI will result in the selection of one offeror.

NO AWARD OF WORK WILL RESULT FROM THIS PROCESS. NO CONTRACT OR AGREEMENT WILL RESULT FROM THIS SELECTION.

The Access Control SSRFI seeks only information by which decisions may be made regarding the future specification of a specific manufacturer's Access Control equipment and software on county projects, and as such, constitutes a REQUEST FOR INFORMATION ONLY from interested parties.

The Access Control SSRFI may or may not result in a selection solely at the discretion of the Jackson County Board of Commissioners. If a selection is made, such selection does not constitute an exclusive agreement with any entity nor does it bind the Jackson County Board of Commissioners to a selected entity for any period of time.

## **I. TERM OF CONTRACT**

Selections under this SSRFI will not bind the County to any offeror exclusively, nor will a selection term be established. The County's selection will persist so long as it is in the best interest of the County.

## **J. INDEMNIFICATION**

A. The offeror does hereby indemnify and shall hold harmless the Jackson County Government, its Board members, employees, agents, and servants (each of the forgoing being hereafter referred to individually as "Indemnified Party") against all claims, demands, causes of actions, actions, judgments or other liability including attorney's fees (other than liability solely the fault of the Indemnified Party) arising out of, resulting from or in connection with the offeror's performance or failure to perform agreements which may result from this SSRFI, including but not limited to:

- (1). All injuries or death to persons or damage to property, including theft.
- (2). Offeror's failure to perform all obligations owed to the offeror's employees including any claim the offeror's employees might have or make for privilege, compensation or benefits under any BOC benefit plan.
- (3). any and all sums that are due and owing to the Internal Revenue Service for withholding FICA, and unemployment or other State and Federal taxes.

B. The offeror's obligation to indemnify any Indemnified Party will survive the expiration or termination of agreements resulting from this SSRFI by either party for any reason.

## **K. GENERAL INFORMATION**

- A. From the issue date of this SSRFI until a selection has been announced, vendor's shall not communicate with any Jackson County elected official or employee, with the exception of the names stated above, concerning this SSRFI or any information herein.
- B. Whenever the terms "shall", "must", "will", or "is required" are used in the SSRFI, the item being referred to is a mandatory requirement of this SSRFI and failure to meet any mandatory requirement may be cause for rejection of the bid.
- C. All amendments and or addendums will be posted on the Jackson County Purchasing Information website at [www.jacksoncountygov.com](http://www.jacksoncountygov.com) and at [www.vendorregistry.com](http://www.vendorregistry.com) . It is the bidder's responsibility to check either site on a regular basis. The Board will not be responsible for any information not viewed by offerors.

**L. SCHEDULE**

The following is the schedule for this SSRFI process.

<b>Activity/Event</b>	<b>Anticipated Date</b>
Written Question Deadline	March 28, 2023.
Addenda Published (if needed)	On or before March 31, 2023
Submission Due Date	April 4, 2023, 2:00 PM. (local time)
Tentative Interviews (if needed)	Week of April 17, 2023
Selection	Week of May 1, 2023

The above schedule is for information purposes only and is subject to change at the County's discretion.

**M. RESERVATION OF RIGHTS**

- A. The Board of Commissioners reserves the right to:
  - (1) waive formalities and technicalities in any submission;
  - (2) reject any and/or all submissions when in the Board's judgment, it will be in the best interest of the County;
  - (3) accept the submission that in its judgment will be in its best interest of the County;
  - (4) purchase from any source, in part or in whole any supplies, equipment or services;
  - (5) at its option, award on individual items or on a lump sum basis;
  - (6) select the offeror who in the Board's opinion is most responsive and responsible and will perform in the best interest of the County;
  - (7) negotiate final selection.

- B. This is a Qualifications Based Selection and as such price alone will not be the determining factor in selection. However, price will be a factor in evaluation of submissions.

## **SECTION II - SCOPE OF SERVICES**

### 1. Background

The Jackson County Board of Commissioners is seeking submissions from qualified manufacturing firms who provide products and software for Access Control Systems. The County seeks these SSRFI submissions for the purpose of selecting a county wide product and/or model for use in future construction and renovation projects.

1. The development of a submission in response to this SSRFI is solely at the cost of the offeror. The Jackson County Board of Commissioners will not assume, nor reimburse, any expenses related to the submission of a submission.
2. The Respondent must be a manufacturer with an office, manufacturing facility, staff or licensed representative within 90 miles of the City of Jefferson, Georgia. In cases in which the manufacturer does not routinely respond to RFPs directly, but otherwise meets this requirement, the respondent may be a third-party trade representative under contract with the manufacturer or a trained and certified integrator representing the manufacturer with direct written consent of the manufacturer. If the submission is provided by an integrator, the integrator must understand that this is a selection for an Access Control System Manufacturer – this process will not result in the selection of any specific integrator. If you are a vendor submitting for a manufacturer, indicate on the response form and supply a letter of consent to represent on the manufacturer letterhead signed by an authorized agent of the manufacturing firm. More than one integrator may be certified to represent a single manufacturer if desired.

### 2. Requirements

Hardware:

1. Utilize existing HID card reader hardware and devices where exists and where possible.
2. Readers must accept PIN code, fob or keycard determined by location.
3. Controllers must be expandable for future growth.
4. Credentials Station including PC, Credential Camera, Card printer/and or FOB programmer for creating credentials must be included.



5. Keycards must be able to be customized (labeling, graphics, etc.).
6. Current HID cards should integrate with new readers, controllers and software.
7. Servers must be products of Dell or HP as those manufacturers are the only ones currently supported by County IT.
8. See additional information and requirements in Attachment A

Software:

1. Software must be compatible with Microsoft Windows 10 and Microsoft Windows 11 operating systems.
2. Server based software should be compatible with the latest versions of Microsoft SQL and Microsoft Server.
3. Browser based user interface compatible with Chrome, Firefox, Edge
4. Software must allow for schedules for programming doors, gates and elevators for Holidays and special events
5. Allow to create customized reports and scheduled reports
6. Ability to have multiple users with different levels of security in software
7. Ability to enable and disable credentials in real time
8. Must have event logging for real-time analysis as well as historical events
9. Have the ability to remotely open and close doors, gates etc.. in real-time
10. Allow the ability for external software to access database for creating custom reports
11. See additional information and requirements in Attachment A

## **SECTION III - MINIMUM INFORMATION REQUIRED**

### **SUBMISSION FORMAT**

Offerors should organize Submissions into the following Sections:

- A. Professional Qualifications
- B. Experience - List of Manufacturer's installations over the past three years within a 90 mile radius of Jefferson Georgia – List of certified systems integrators within a 90 mile radius of Jefferson Georgia – List of client references
- C. Technical Narrative
- D. Hypothetical Project Fee Submission
- E. Authorized Responder
- F. Manufacturer's Attachments

- a Submission Response and certification form (Attachment B)
- b Systems Integrator's Manufacturer's certification of representation letter (if applicable)
- c Manufacturer's brochures (if desired).

The following describes the elements that should be included in each of the submission sections and the weighted point system that will be used for evaluation of the submissions.

A. Professional Qualifications – 20 points

1. State the full name and address of your organization and, if applicable, the branch office or other subsidiary element that will submit, or assist in the submission of information requested herein. Indicate whether it operates as an individual, partnership, or corporation. If as a corporation, include whether it is licensed to operate in the State of Georgia.
2. A representative of the manufacturing firm must be listed as an Authorized Responder. Include the name, position and full contact information of the firm's Authorized Responder for this SSRFI. The Authorized Responder must be an executive of the firm authorized and empowered to legally represent the firm and its capabilities.
3. State history of the firm, in terms of length of existence, types of services provided, etc. Identify the technical details that make the firm uniquely qualified for this selection.

B. Experience – 30 points

1. The written submission must include a list of specific experience in the proximity of Jefferson Georgia (90 mile radius) for the past three years. This list should indicate proven ability in supplying access control projects for the firm.
2. If the firm self-performs the installation of their systems so indicate and advise of the nearest firm location from which the firm's installation staff reside.
3. Include the name(s) and contact information of all factory certified systems integrators within a 90 mile radius of Jefferson Georgia.
4. A list of ten (10) client references must be provided for access control systems completed within the last year. The list shall include the firm/agency name, address, telephone number, project title, and contact person.
5. DO NOT submit a lengthy and non-compliant list of projects, clients or systems integrators. Please follow these instructions carefully.

C. Technical – 30 points

Provide a detailed and comprehensive description of how the offeror intends to comply with the requirements above and those of the attached Physical Access Control System specification – Section 28 1300 – Attachment A.

D. Hypothetical Project Fee Submission - 20 points

Present a turnkey “cost to owner” hypothetical proposal, including all labor and materials, for an access control system project per the following scope:

1. 150 card access controlled commercial grade hollow metal openings. Provide and install HID card reader and PIR proximity request to exit device at each opening. Assume the system will interface with electric strike hardware and door position switches provided by others. Do NOT include the cost of hollow metal doors or frames, electric strikes or DPS.
2. Mercury based controllers in sufficient quantities and sizes for the controlled openings plus 20% expansion to be located at five separate electrical rooms/IT rooms scattered throughout the facility. Do NOT include the cost of raceway systems or wiring.
3. Assume RS-485 and Ethernet system architecture. Assume ethernet connectivity will be riding on existing owner supplied LAN.
4. One centrally located server in the IT Main Telecommunications Room.
5. One Credentials workstation, including a PC, camera and credentials printer/programmer to be located in HR on the owner’s LAN.
6. One system workstation for system reporting and administration to be located in Security on the owner’s LAN. Include PC and laser printer.
7. Software for the server and two client PCs. Include the cost for one year’s license for all software.
8. 200 HID proximity access control cards.
9. System performance shall be as described elsewhere in this SSRFI.
10. Provide Hypothetical Project Proposal as a single lump sum per the above instructions.

E. Authorized Responder

Include the name, phone number, and e-mail address of persons(s) in your organization authorized to negotiate the agreement with the County

**SUBMISSION EVALUATION**

1. The selection committee will evaluate each submission by the above-described criteria and point system (A through D) to select a short-list of firms for further

consideration. The County reserves the right to reject any submission that it determines to be unresponsive and deficient in any of the information requested for evaluation. A submission with all the requested information does not guarantee the proposing firm to be a candidate for an interview. The committee may contact references to verify material submitted by the offerors.

2. The committee then will schedule interviews with the selected firms if necessary. The selected firms will be given the opportunity to discuss in more detail their qualifications, past experience, proposed work plan and hypothetical project fee submission.
3. The interview must include authorized representatives of the manufacturer – a minimum of the Authorized Responder and a maximum of six individuals. The interview shall consist of a presentation of up to thirty minutes (or the length provided by the committee) by the offeror, including the Authorized Responder and other staff followed by approximately thirty minutes of questions and answers. Audiovisual aids may be used during the oral interviews. The manufacturer's representatives must provide any audio-visual equipment which they may require to make their presentations. The committee may record the oral interviews.
4. The firms interviewed will then be re-evaluated by the above criteria (A through D), and adjustments to scoring will be made as appropriate. After evaluation of the submissions, further discussions with the selected firm may be pursued leading to the selection by County Manager or County Board of Commissioners, if suitable submissions are received.

The County reserves the right to waive the interview process and evaluate the offerors based on their submissions and qualifications alone.

Any submission that does not conform fully to these instructions may be rejected.

## **PREPARATION OF SUBMISSIONS**

Submissions should be comb bound with front and back cover. Staples or binder clips are NOT acceptable. Submissions should be printed double sided on recycled paper. Submissions should not be more than 15 sheets (30 sides), not including required attachments and company brochures. Company brochures are not required and the absence will not adversely affect the review committee's outcome. If Company Brochures are supplied attach them to the very end of the manufacturer's submission.

Each person signing the submission certifies that they are a person in the offeror's firm/organization responsible for the decisions regarding the services offered in the Submission and has not and will not participate in any action contrary to the terms of this provision.

## **ADDENDA**

If it becomes necessary to revise any part of the SSRFI, notice of the addendum will be posted to the Jackson County Purchasing website. Direct inquiries ONLY to llatimer.rosserint@gmail.com.

Each offeror must acknowledge in its submission all addenda it has received. The failure of an offeror to receive or acknowledge receipt of any addenda shall not relieve the offeror of the responsibility for complying with the terms thereof. The County will not be bound by oral responses to inquiries or written responses other than official written addenda.

## **SECTION IV – SSRFI ATTACHMENTS**

Attachment A – Section 28 1300 Physical Access Control System specification

Attachment B – Submission Response and Certifications Form

# JACKSON COUNTY ACCESS CONTROL SYSTEMS SSRFI #030123 - ATTACHMENT A

## SECTION 28 1300 – PHYSICAL ACCESS CONTROL SYSTEM

### PART 1 - GENERAL

#### 1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and Division 1 Specification Sections, apply to this section.
- B. The Division 28 series of specifications describe systems that are integrated and or connected together to provide coordinated operations; therefore, individual sections do not stand alone. The installation and operation of any given system may be determined only by review of the total series of Division 28 specifications, as well as the Mechanical Divisions 21, 22, 23, and the Electrical Division 26 specifications and other referenced specifications.

#### 1.2 SUMMARY

- A. The work included under this section of the specifications consists of the installation of a complete Physical Access Control System. Provide all labor, equipment, materials, and supervision to install, calibrate, adjust, document, and test the total system as required herein and on the drawings.

#### 1.3 SYSTEM OVERVIEW

- A. The Access Control system shall consist of a computer based networkable system with proximity technology card/fob readers, access controllers, monitor, mouse, keyboard, integral time clock, power supplies and all interconnecting cabling. The system shall have the capability of restricting or allowing access to the doors controlled by time or location. System shall be microprocessor based to allow independent programming and voiding of all system keys.

### PART 2 - PRODUCTS

#### 2.1 CARD READERS

- A. Controlled locksets specified in Division 8 or Division 11 may be POE edge devices with integral readers or traditional electrical release hardware. The access control system shall be able to interface with edge POE devices or traditional non-edge control of electrical hardware. The system controllers shall be Mercury based control products with HID based proximity control readers, cards and fobs. The access control integrator will be responsible for supplying and installing readers, IP based controllers and all ancillary components for a fully operable access control system for non-edge based solutions. Surface mounted readers will be the product of HID Global proximity reader with read indication LED. The HID reader will be 125 kHz Prox, 26 bit H10301 Wiegand format. The reader will be mounted at a height of 48" AFF to the top and shall protrude no more than 2" from the wall surface. Where dual credentials are required the secondary credential will be keypad for user pin numbers.

- B. System architecture may be POE ethernet to the edge or RS-485 and ethernet in traditional non-POE systems.
- C. At new installations, Card readers must be HID Bluetooth Mobile Device access capable. Use HID SEOS HID Mobile Security for locations where Mobile Device access is required.

## 2.2 CARDS

- A. Access cards shall be printable composite HID 125 kHz Prox, 26 bit H10301 Wiegand format proximity type matched to the system card readers. Provide owner with 200 cards. Technology shall be of a format that can readily be obtained for future system expansion. Each card will also include magnetic stripes for use by the owner for other systems.

## 2.3 CENTRAL SYSTEM

- A. The Access Control central system Credentials workstation shall consist of a Windows 10 or Windows 11 OS computer, 21" LCD desktop monitor, keyboard, mouse, card printer, camera hardware and the Access Control Systems software to enable system management, operation, credential creation and database management. The computer and credential creation hardware shall be as specified by the access control system manufacturer. Customer defined data, history files, time zones, access control levels and system data back-up shall be contained on redundant hard disk storage media. Locate the Access Control Central System per instructions of the owner. Access Control Central System will utilize the owner's LAN unless a dedicated physically isolated security LAN has been created by other specifications. In such cases, the Access Control System will ride the Security LAN and, where required, a VLAN will be created between the Security LAN and Owner's LAN to regulate traffic between the two LANs.
  1. The central system data will be stored on a system server running the most current version of SQL server and MS Server. System server storage will be configured to RAID 5. The central database access will be configured and made accessible by the Access Control System software.

## 2.4 ACCESS CONTROLLER

- A. The access controller function will be programmed via the Access Control Central System.
- B. Local access controller may be provided to handle up to eight doors per unit with inputs for request to exit and door status monitoring. The system shall have outputs for each hardware set to be controlled, door prop alarm annunciation at each door location and relay interface for emergency fire egress tied to the fire alarm system.
- C. The controller shall have the ability to have two proximity readers per door to facilitate read-in, read-out and anti-pass back operations. The controller shall have the ability to have keypad operation in conjunction with the proximity readers to increase the security level of any door on the system.
- D. The access controllers shall be stand-alone units in nature and shall not depend on the network or host computer for its day to day operation. All database information shall be at the controller level for access validation, time control and access levels.



- E. Communication interface between the smart hardware and/or controllers shall be TCP-IP Ethernet protocol.
- F. Communications between controllers may be RS-485 or TCP-IP Ethernet protocol.

## 2.5 REQUEST TO EXIT

- A. Except where integrated into the locking hardware, Request to Exit devices (PIR motion detection unless otherwise noted) shall be installed at all access controlled doors indicated on the drawings for automatic operation of electric door hardware and alarm shunt. Install Request to Exit PIR Motion Detectors on side opposite the proximity reader.
- B. Request to Exit PIR Motion detectors and/or switches specified in Division 8 to be integrated into the locking manufacturer's Access Control operating system. Both request to exit switches as well as motion detectors shall be for Request to Exit operation with the access control system without the use of additional hardware or software.

## 2.6 DOOR MONITORING SWITCHES AND CONTACTS

- A. All doors shall have door-monitoring switches installed for door and bolt positions indications. Coordinate and review door and lock hardware for proper application and installation of monitoring switches.
- B. All door position switches shall be flush mounted in the doors or closers and not noticeable when the doors are closed unless door is as such that this is not practical. Door position switches shall be integrated into the locksets.

## 2.7 D.C. POWER SUPPLY

- A. Provide low voltage power supply units as required to provide 24 volt regulated, filtered D.C. power for locking controls, D.C. locks and signal devices. Output power shall be 24 volt D.C. with ampere rating not less than 150% of load imposed on power supply under most severe conditions of load. D.C. output shall be fused. Output voltage shall be regulated within plus or minus 5% from no load to full load. Power supply shall be UL listed.
- B. Provide Access Control System controllers with four hour battery back-up protection. Battery status will be system monitored and low battery will be reported as a supervision alarm.

## 2.8 ACCEPTABLE MANUFACTURERS

- A.

## 2.9 SYSTEM SOFTWARE OPERATION

- A. The Access Control System software will support:
  1. PACS verification
  2. Expiration date check
  3. Biometric check
  4. Dual Credential check
  5. Multiple autonomous regional servers that can connect to a master command and control server via LAN and WAN networks.

- B. System software license shall be for the entire system and shall include the capacity for 20% future additions that are within the indicated systems size limits.
- C. System shall have open architecture that allows importing and exporting of data and interfacing with other systems that are compatible with Windows 10 or Windows 11 OS.
- D. System will be inherently capable of integration with the following related security systems without the requirement of purchasing additional software modules or equipment:
  - 1. Locking Control hardware and systems
  - 2. IP-CCTV Systems
  - 3. Intercom/Paging Systems
  - 4. Elevator Controls
  - 5. Fire Alarm systems
  - 6. Gate control
  - 7. Turnstiles controls
  - 8. Traffic control arms
  - 9. Building Management Systems
  - 10. HVAC systems
  - 11. Intrusion Detection Systems
- E. The Access Control system software in conjunction with system hardware shall provide, but not limited to the following:
  - 1. Multi-user Multi-tasking to allow for independent activities and monitoring to occur simultaneously at different workstations
  - 2. Accommodate up to 1,000 card/fob readers per facility code
  - 3. Accommodate up to 60,000 employees per facility code
  - 4. Exit alarm shunting capabilities
  - 5. 256 time zones.
  - 6. 50 holidays
  - 7. Internal clock (Time/date/year)
  - 8. Group card programming
  - 9. Automatic lock/unlock programming for door hardware
  - 10. 4 hour battery back-up for system software
  - 11. Door alarm monitoring capabilities
  - 12. Internal monitoring of data bus

## 2.10 SYSTEM WIRING

- A. Proximity reader connection cable shall be of a type directly compatible with the Access Control System operating platform.
- B. Power wiring for electrified door hardware shall not be smaller than No. 14 THWN or XHHW.
- C. All wiring systems shall use solid copper conductors except where flexibility is required. Stranded conductors shall be acceptable only where all terminations can be made to crimp type screw lug.
- D. All wiring systems shall be color-coded so that each conductor for individual lockset is of a distinctive color. Follow manufacturer's standard color coding at system controller to hardware connections.

- E. All conductors within junction boxes, pull boxes, and equipment cabinets shall be grouped and laced with nylon tie straps with identification tab, in individual locksets.
- F. IP devices shall use CAT 6 cabling (POE where applicable) in lengths from switch to device not exceeding 300'. Where length exceeds 300' utilize media changers and 50 micron multi-mode fiber.

## PART 3 - EXECUTION

### 3.1 WIRING SYSTEMS

- A. Protect all communication and data equipment against surge induced on all control, sensor and data cables. All cables and conductors which serve as control, sensor or data conductors shall have surge protection circuits installed at each end that meet the IEEE 472 surge withstand capability test and the electrical transient tests established in UL365. Fuses shall not be used for surge protection. See Security General for other surge protection requirements.
- B. The work under this section of the specifications includes the installation of all wiring for the electrified door hardware. The actual connections to the electrified hardware and the access control system shall be done under this section of the specifications. It is the responsibility of this contractor to coordinate all electrical requirements and connections of the electrified hardware with the door hardware contractor.

### 3.2 FOB/CARD READER

- A. Mount Card/Fob reader sensors at a height of 48" AFF to top, unless shown otherwise.

### 3.3 TRAINING

- A. A minimum of 8 hours shall be conducted by a fully qualified, trained representative of the equipment manufacturer who is thoroughly knowledgeable of the specific installation. Provide all materials (films, handouts) as necessary to explain the operation and maintenance of the system.

# Sources Sought Request For Information (SSRFI) #030123 – Physical Access Control Systems (ATTACHMENT B)

## SUBMISSION RESPONSE AND CERTIFICATIONS FORM

Submit with a cover letter (1 page) and include the following information behind Tabs A to F. Place a check mark below to indicate that each requirement is understood and completed per the SSRFI requirements.

CHECK LIST (Submit 1 original, 3 copies and one .pdf digital copy per Paragraph F)

- SECTION III A – Professional Qualifications – attach behind tab A
- SECTION III B – Experience – attach behind tab B
- SECTION III C – Technical Narrative – attach behind tab C
- SECTION III D – Hypothetical Project Fee \$\_\_\_\_\_ (insert LS here)
- SECTION III E – Authorized Responder – attach behind tab E
- SECTION III F – Manufacturer’s Attachments
  - Completed SUBMISSION RESPONSE AND CERTIFICATION FORM Attach behind tab F
- Check here if you are a Systems Integrator responding for a manufacturer
  - Systems Integrator’s Manufacturer’s Certification of Representation Letter (if applicable) – See Section II 1.2 Attach behind tab F
  - Manufacturer’s Brochures (if applicable, NOT mandatory)

## ADDENDA

We Acknowledge Receipt of Addenda No.

- \_\_\_\_\_ Issue Date:
- \_\_\_\_\_ Issue Date:
- \_\_\_\_\_ Issue Date:
- \_\_\_\_\_ Issue Date:
- \_\_\_\_\_ Issue Date:

I certify that I have read and understand the requirements and conditions herein except as stated below. I further state that I am and/or my company is capable, able to, and will provide the requested products and/or service described herein should the firm be selected as the County's preferred Physical Access Control System manufacturer. I am the owner or agent of the company stated below and I am authorized and empowered to speak on the company's behalf and capabilities. By my signature on this SSRFI, I/we guarantee and certify that all items included herein meet or exceed specifications.

I certify that this information is provided without prior understanding, agreement, or connection with any corporation, firm or person submitting a submission for the same services and is in all respects fair and without collusion or fraud. I understand collusion is a violation of State and Federal Law and can result in fines, prison sentences, and civil damage awards.

SUBMITTED BY: (print) \_\_\_\_\_ DATE: \_\_\_\_\_

TITLE: \_\_\_\_\_ EMAIL: \_\_\_\_\_

COMPANY NAME: \_\_\_\_\_

ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_ STATE \_\_\_\_\_

ZIP CODE \_\_\_\_\_

TELEPHONE NUMBER \_\_\_\_\_

COMPANY WEBSITE/EMAIL \_\_\_\_\_

SIGNATURE: \_\_\_\_\_