



Request for Proposal



December 3, 2021

Re: Goodwill Excel Center 2
New location at:
1201 Maryland Ave SW
Washington, DC 20024
Request for Proposal

Dear Bidder:

CCS Project Management, on behalf of Goodwill Excel Center, invites you to submit proposals for installation of an access control system in their new location at 1201 Maryland Ave SW.

All documents will be provided electronically.

This is a tax-exempt project.

For any questions, please contact Josh Wallish at Josh.Wallish@dcgoodwill.org or Tracy Jacobs at tracy@projectccs.com.

We look forward to receiving your proposal!

Sincerely,
Tracy Jacobs
Project Manager
CCS Project Management



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PLANS: Drawings are being provided electronically (email Tracy Jacobs to request)

BID DUE DATE: December 17, 2021, at 5:00 PM

SCHEDULE: Contracts Awarded – no later than January 7, 2022
Construction completion April 18, 2022

Access Control Equipment:

- 1) Cloud-based system
 - a) GEC requires that the control panel be in “the cloud” versus on-premise
 - b) All administrative functions (assigning or removing access, changing door schedules, etc.) should be able to be accomplished using an internet browser and appropriate system credentials
 - c) System should be compatible with Honeywell system in use at current Excel Center campus at 1776 G Street NW in Washington, DC
- 2) Panic Alarm
 - a) At the reception/guard desk inside the main entrance, there should be a panic alarm that can be activated by the person at that desk to alert a monitoring service to call 911
 - b) The alarm should be easy to access but not easy to accidentally activate
- 3) Remote Release Buttons
 - a) At the reception/guard desk inside the main entrance, there should be separate remote release buttons for
 - Main entry door
 - Door to childcare center
 - Door to main school corridor
 - b) These buttons can be used in instances when someone does not possess the appropriate access card
- 4) Badge readers (10)
 - a) Badge readers should be located where indicated on the construction drawings:
 - Main entry door
 - Door from reception lobby to childcare center
 - Door from reception lobby to main school corridor
 - Door from main school corridor to childcare center
 - Exit/entry door next to Coach’s Office #1
 - Door to IT office (#115)



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- Door to staff restroom (#119)
- Door to staff breakroom (#124)
- Door at the end of rear corridor #171

- 5) Vendor should plan to run all necessary cables from badge reader locations to patch panel in IT server closet
- 6) Provide detailed information about the warranty on each installed device and the overall system

GENERAL INFORMATION:

The submission requirements for this RFP are set forth below. A proposal shall constitute an irrevocable offer for 60 business days following the deadline for its submission. Reference to a certain number of days in this RFP shall mean business days unless otherwise specified.

A. Submission Requirements

A proposal must contain the following:

1. A brief description of the history and organization of the bidder's firm, and of any proposed subcontractor.
2. Key qualifications, background and experience of the project director and other staff proposed to work on the project.
3. A description of the chronology for completing the work, including a timeline and deadlines for each task.
4. A detailed cost proposal.
5. Any exclusions, qualifications or exceptions to the scope of work.
6. Responding organization's standard contract/terms and conditions (if any).

B. Submission Deadline and Method

Responses to this RFP must be received on or before 5:00 PM, December 17, 2021. **Responses must be submitted by email to josh.wallish@dgoodwill.org.** All responses will be acknowledged. If you do not receive an acknowledgement of your response within four business hours, please call Josh Wallish (202-719-1235). This RFP is not an offer to enter into a contract. GEC reserves the right to reject any and all responses resulting from this RFP. GEC is not responsible for any cost incurred in responding to this RFP.



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C. Questions

Please direct all questions regarding this RFP and the program for which the services will be delivered, via email, to Josh Wallish, at josh.wallish@dcgoodwill.org.

D. Selection Criteria

The organization selected will represent the best value for GEC, combining price, qualifications and proposed scope of work. GEC may ask one or more bidders to provide an in person presentation and/or to provide their best and final offer.