



**2022-101**

**School Safety Equipment**

Issue Date: 6/30/2022

Questions Deadline: 7/14/2022 02:00 PM (CT)

Response Deadline: 8/1/2022 02:00 PM (CT)

**Contact Information**

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## Event Information

Number: 2022-101  
Title: School Safety Equipment  
Type: Request for Proposal  
Issue Date: 6/30/2022  
Question Deadline: 7/14/2022 02:00 PM (CT)  
Response Deadline: 8/1/2022 02:00 PM (CT)  
Notes: Education Service Center (ESC) Region 13 is seeking request for proposals from vendors to provide school safety equipment including but not limited to the following: exterior doors with push bars; metal detectors at school entrances; security systems that monitor and record school entrances, exits, and hallways; campus-wide active shooter alarm systems that are separate from fire alarms; two-way radio systems; perimeter security fencing; bullet-resistant glass or film; and door-locking systems.

ESC Region 13 will only accept proposals through this system. This will expedite the bidding process and alleviate errors.

## Bid Attachments

### Attachment\_A- Certificate\_of\_Notice\_of\_Eligibility.docx

[View Online](#)

Certificate of Notice of Eligibility

### W9-2022.pdf

[View Online](#)

W9

### CIQ-2022.pdf

[View Online](#)

Conflict of Interest Questionnaire

## Requested Attachments

### Certificate of Notice of Eligibility

*(Attachment required)*

Please upload the Certificate of Notice of Eligibility

### W9

*(Attachment required)*

Please complete and upload a current W9.

### Conflict of Interest Questionnaire (CIQ)

*(Attachment required)*

Please complete and upload the CIQ.

### Complete Proposal

*(Attachment required)*

Proposal requirements:

## Bid Attributes

### 1 Introduction

Texas Education Service Centers (ESCs) are intermediate educational units that provide training, technical assistance, administrative support and an array of other services as determined by the state legislature, the Commissioner of Education, and the needs of local school districts and charter schools. The current goals of ESCs as defined in the state statute are to assist school districts and charter schools in:

- Improving student performance
- Operating efficiently and economically
- Implementing state and federal initiatives
- Providing quality educational products at a reasonable cost (<https://store.esc13.net/>)

ESC Region 13 claims an exemption from payment of sales and use taxes for the purchase of taxable items. ESC Region 13 provides services and tools to the assigned regional area which encompasses 57 school districts, 24 charter schools, 8 institutions of higher education, and 17 private schools in a sixteen-county area of central Texas. Additionally, ESC Region 13 also provides services and tools nationwide.

## 2 Selection Criteria

ESC Region 13 will award a contract to the vendor deemed to provide the BEST VALUE for the goods and services being purchased. ESC Region 13 does not award contracts solely on the basis of low price. ESC Region 13 considers the following guidelines per Texas Education Code Chapter 44.031:

- Cost to acquire the vendor's goods and services
- Quality of the vendor's goods and services
- Extent to which the goods or services meet the needs of the proposal
- Efficiency with ordering the products
- Availability of the supplies in demand
- Reputation of the vendor with school districts and charter schools or other organizations
- Compliance with applicable laws pertaining to Historically Underutilized Businesses
- Detailed line item budget should be included
- Other factors, including but not limited to:
  - Value of goods and services
  - Availability of goods and services
  - Qualifications and reputation of personnel (where applicable)
  - Duration and value of warranty on goods or services (where applicable)

### Potential for Oral Presentations

Upon completion of the evaluation process, selected vendors may be asked to present in an interview format. The presentation/interview may consist of the following:

- Information about your organization and its capacity to meet the requirements
- Description/presentation of comparable work projects
- Description of experiences supporting school districts and/or campuses
- Information about the organization's structure and leadership, specifically team members who will work on this project.

\*For RFPs/RFQs resulting in ESC Region 13 choosing a single vendor, vendors will be invited to an interview (in person or phone conference) in the event scoring results in a tie or the top vendors have a 1 point or less score differential.

### 3 Invitation

#### General Invitation

- Qualified vendors are invited to submit a proposal through IONWAVE in response to this RFP/RFQ. Submission of a proposal does not obligate ESC Region 13 to pay any expenses incurred by the vendor in preparation of the proposal.
- Before submitting a proposal, the vendor shall consider the amount and character of the work described herein and the difficulties involved in its proper execution, including deadlines and the requirement of multiple levels of review and approval of the final product.
- ESC Region 13 anticipates that a single vendor will be selected to fulfill the services detailed in this RFP/RFQ.

### 4 Key Target Dates

Listed below are the key target dates associated with this RFP:

- RFP issued- Listed on Bid Information section
- RFP FAQs due- Listed on Bid Information section
- RFP deadline - Listed on Bid Information section
- Notification of Selection: 30 days after deadline
- Anticipated contract begin date: September 1, 2022

ESC Region 13 may seek Board approval for selection of vendors which may alter the timeline.

### 5 Contract Terms

The terms and conditions of this RFP/RFQ and the subsequent contract for services are for the period beginning on September 1, 2022 and ending August 31, 2023. Upon successful completion of the requirements of this RFP/RFQ, including but not limited to, contract requirements and project quality, this contract may be renewed on an annual basis, for up to an additional three (3) years.

### 6 Terms and Conditions

#### Proposal Submission Requirements

- To be considered for this award, vendors have one option of submission and that is through IONWAVE
- Responses and any quotes in the response must be firm from the opening date until acceptance by ESC Region 13

#### Terms of Disqualification

- Responses that are submitted without meeting all requirements in this solicitation may be rejected
- Contact with ESC Region 13 personnel or Board members other than the Office of Grants, Contracts and Procurement at [rfq@esc13.txed.net](mailto:rfq@esc13.txed.net) regarding this RFP/RFQ may be grounds for elimination from the selection process

## **Changes to the RFP/RFQ**

- The Office of Grants, Contracts and Procurement is the only office at ESC Region 13 that may authorize changes in this document, negotiate price, or incur additional charges related this document

## **Exclusive Rights**

- ESC Region 13 reserves the right to accept or reject any or all proposals, waive all minor formalities, and to choose the proposals that best serves the interest of the ESC. It is not the policy of the ESC to purchase on the basis of low price alone.
- ESC Region 13 retains the exclusive right to answer all questions that may arise during the proposal phase.
- ESC Region 13 reserves the right to add, delete, and/or modify products covered under this contract at any time for any purpose throughout the term of this contract. Pricing on the added or modified products will be negotiated with the company on an individual basis, but should be consistent with the pricing on similar products.

## **Award of Contract**

- A response to this RFP/RFQ is an offer to contract with ESC Region 13 based on the terms and conditions contained in the RFP/RFQ and the Vendor's sealed proposal. Responses do not become contracts unless and until they are accepted through an authorized issuance of a Contract from ESC Region 13. The Contract will be null and void if sold or assigned to another Vendor(s) without written approval of ESC Region 13.

## **Changes**

- Written notification of changes to company name, address, telephone number, etc. shall be provided to ESC Region 13 no later than thirty days from the date of change.

## **Payment**

- If applicable, ESC Region 13 will provide monthly payments 30 days upon satisfactory completion of the contract deliverables and receipt of an accurate invoice.

## **Default**

- The Contract issued to the selected Vendor(s) as a result of this RFP/RFQ will contain a Default Clause containing definitions, procedures and timelines that if invoked, could result in Termination of the contract and put any investment of the Vendor(s) in fulfilling the Contract in jeopardy.

## **Termination**

- ESC Region 13 may, at its option and discretion, terminate the approval of a Vendor(s) for serious violation of the Terms and Conditions of this RFP/RFQ or failure to perform, by giving a written notice to the Vendor(s) at least ten (10) days prior to the effective date of termination set forth in the notice.

## **Public Disclosure**

- No public disclosures or news releases concerning this RFP/RFQ or the subsequent Contract between ESC Region 13 and Vendor shall be made without written approval of ESC Region 13.

## **Certificate of Notice of Eligibility**

- Each vendor submitting a response to this RFP/RFQ must complete and attach the Certificate of Notice of Eligibility.

I have read and agree to General Conditions

*(Required: Check if applicable)*

**7 Conflict of Interest Questionnaire**

This questionnaire reflects changes made to the law by H.B. 23, 84th Leg., Regular Session.

This questionnaire is being filed in accordance with Chapter 176, Local Government Code, by a vendor who has a business relationship as defined by Section 176.001(1-a) with a local governmental entity not later than the 7th business day after the date the vendor becomes aware of facts that require the statement to be filed. See Section 176.006(a-1), Local Government Code.

A vendor commits an offense if the vendor knowingly violates Section 176.006, Local Government Code. An offense under this section is a misdemeanor.

Does this vendor have conflict of interest with ESC Region 13?

No  Yes

*(Required: Check only one)*

**8 Conflict of Interest pt. 2**

If you indicated, above, there is a conflict of interest with ESC Region 13, please provide detailed explanation.

If there is no conflict, please enter N/A.

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*(Required: Maximum 4000 characters allowed)*

**9 Statement of Qualifications**

- Each Vendor shall provide evidence of their capability to provide, in a professional and timely manner, the services proposed.
- Each Vendor shall provide evidence of their experience in providing sales and services to education service organizations, institutions of higher learning, school districts and other governmental entities.
- Each Vendor shall provide evidence of capacity to deliver requested services.
- Each Vendor shall provide a listing of qualifications for staff that will be involved in any system development or administration.
- Each Vendor shall provide a general pricing structure of their services.

## Conditions For Submission of Proposal

### PROPOSAL FORMAT:

To maintain comparability and enhance the review process, proposals shall be organized in the sequence shown below and shall include all of the elements and information described in the following sections:

#### 1. Title Page

- Include the Vendor name, contact information, and proposal date

#### 2. Table of Contents

- Include a table of contents to outline sections of the written proposal as well as an overview of attachments included as part of the submission process.

#### 3. Executive Summary

- Provide an overview of proposal components included as part of the Vendor's submission. Include the history and leadership of the Vendor's organization.

#### 4. Company Background

- Include a corporate fact sheet, financial statements, and resumes of key personnel

#### 5. Company Experience and Qualifications

- Each Vendor must describe its experience as it relates to the requirements of this RFP. Vendors should focus on their experience in providing and managing the delivery of products and services similar to those described in this RFP, within a similar environment. References should be given for the projects described.
- Each Vendor should respond to each of the selection criteria listed in Section 2-Selection Criteria.
- Each Vendor should list each product they can provide individually; no bundle pricing.

#### 6. Problem/Resolution Process

- Describe how problem resolutions will be addressed, including response time, service availability, and uptime. This includes processes of how Vendor will respond to a problem and come up with a resolution.

#### 7. Customer Reference List

- Please include clients with similar insurance requirements.
- Include:
  - Client name and address, and;
  - Identify at least one reference user that would be able to accommodate a reference check by Region 13 staff.



**1** **School Safety Equipment**  
**1** Please indicate all the school safety equipment that the Vendor can provide:

Exterior doors with push bars  
 Metal detectors at school entrances  
 Security systems  
 Active shooter alarm systems  
 Two-way radio systems  
 Perimeter security fencing  
 Bullet-resistant glass or film  
 Door-locking systems  
*(Required: Check all that apply)*

**1** **Please list any other school safety equipment that the vendor can provide that is not on the list.**  
**2** If no other equipment, N/A is a valid answer.

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*(Required: Maximum 1000 characters allowed)*

**Bid Lines**

**1** Exterior doors with push bars:

***If supplier does not provide this item, please select "No Bid" to the right just under the response box.***  
*(Response required)*

Quantity:   1   UOM:   EA   Unit Price: \$  Total: \$

Manufacturer:

Supplier Notes:

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No bid  
 Alternate specification  
*(Attach separate sheet)*  
 Additional notes  
*(Attach separate sheet)*

**Item Attributes**

**1. Please indicate how quickly you can fulfill orders placed.**  
Enter the number of days or weeks

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*(Required: Maximum 1000 characters allowed)*

**2** Metal detectors at school entrances:

**If supplier does not provide this item, please select "No Bid" to the right just under the response box.**

(Response required)

Quantity:   1   UOM:   EA   Unit Price: \$  Total: \$

Manufacturer:

Supplier Notes: \_\_\_\_\_

- No bid
- Alternate specification  
(Attach separate sheet)
- Additional notes  
(Attach separate sheet)

**Item Attributes**

**1. Please indicate how quickly you can fulfill orders placed.**

Enter the number of days or weeks

\_\_\_\_\_

\_\_\_\_\_

(Required: Maximum 1000 characters allowed)

**3** Security systems that monitor and record school entrances, exits, and hallways:

**If supplier does not provide this item, please select "No Bid" to the right just under the response box.**

(Response required)

Quantity:   1   UOM:   EA   Unit Price: \$  Total: \$

Manufacturer:

Supplier Notes: \_\_\_\_\_

- No bid
- Alternate specification  
(Attach separate sheet)
- Additional notes  
(Attach separate sheet)

**Item Attributes**

**1. Please indicate how quickly you can fulfill orders placed.**

Enter the number of days or weeks

\_\_\_\_\_

\_\_\_\_\_

(Required: Maximum 1000 characters allowed)

**4** Campus-wide active shooter alarm systems- separate from fire alarms:

**If supplier does not provide this item, please select "No Bid" to the right just under the response box.**

(Response required)

Quantity:   1   UOM:   EA   Unit Price: \$  Total: \$

Manufacturer:

Supplier Notes: \_\_\_\_\_

- No bid
- Alternate specification  
(Attach separate sheet)
- Additional notes  
(Attach separate sheet)

### Item Attributes

#### 1. Please indicate how quickly you can fulfill orders placed.

Enter the number of days or weeks

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(Required: Maximum 1000 characters allowed)

### 5 Two-way radio systems:

**If supplier does not provide this item, please select "No Bid" to the right just under the response box.**

(Response required)

Quantity:   1   UOM:  EA  Unit Price: \$  Total: \$

Manufacturer:

Supplier Notes: 

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- No bid
- Alternate specification  
(Attach separate sheet)
- Additional notes  
(Attach separate sheet)

### Item Attributes

#### 1. Please indicate how quickly you can fulfill orders placed.

Enter the number of days or weeks

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(Required: Maximum 1000 characters allowed)

### 6 Perimeter security fencing:

**If supplier does not provide this item, please select "No Bid" to the right just under the response box.**

(Response required)

Quantity:   1   UOM:  EA  Unit Price: \$  Total: \$

Manufacturer:

Supplier Notes: 

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- No bid
- Alternate specification  
(Attach separate sheet)
- Additional notes  
(Attach separate sheet)

### Item Attributes

#### 1. Please indicate how quickly you can fulfill orders placed.

Enter the number of days or weeks

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(Required: Maximum 1000 characters allowed)

**7** Bullet-resistant glass or film:

**If supplier does not provide this item, please select "No Bid" to the right just under the response box.**

*(Response required)*

Quantity:   1   UOM:  EA  Unit Price: \$  Total: \$

Manufacturer:

Supplier Notes: \_\_\_\_\_  
\_\_\_\_\_

- No bid
- Alternate specification  
*(Attach separate sheet)*
- Additional notes  
*(Attach separate sheet)*

**Item Attributes**

**1. Please indicate how quickly you can fulfill orders placed.**

Enter the number of days or weeks

\_\_\_\_\_  
\_\_\_\_\_

*(Required: Maximum 1000 characters allowed)*

**8** Door-locking systems:

**If supplier does not provide this item, please select "No Bid" to the right just under the response box.**

*(Response required)*

Quantity:   1   UOM:  EA  Unit Price: \$  Total: \$

Manufacturer:

Supplier Notes: \_\_\_\_\_  
\_\_\_\_\_

- No bid
- Alternate specification  
*(Attach separate sheet)*
- Additional notes  
*(Attach separate sheet)*

**Item Attributes**

**1. Please indicate how quickly you can fulfill orders placed.**

Enter the number of days or weeks

\_\_\_\_\_  
\_\_\_\_\_

*(Required: Maximum 1000 characters allowed)*

**9** OTHER: Please use the "Add Notes" option, just below the response box, to enter any other security item you wish to propose.

**If supplier does not provide this item, please select "No Bid" to the right just under the response box.**

*(Response required)*

Quantity:   1   UOM:  EA  Unit Price: \$  Total: \$

Manufacturer:

Supplier Notes: \_\_\_\_\_  
\_\_\_\_\_

- No bid
- Alternate specification  
*(Attach separate sheet)*
- Additional notes  
*(Attach separate sheet)*

## Item Attributes

### 1. Please indicate how quickly you can fulfill orders placed.

Enter the number of days or weeks

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*(Required: Maximum 1000 characters allowed)*

## Supplier Information

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Company Name: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Phone: \_\_\_\_\_

Fax: \_\_\_\_\_

Email: \_\_\_\_\_

## Supplier Notes

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By submitting your response, you certify that you are authorized to represent and bind your company.

\_\_\_\_\_  
*Print Name*

\_\_\_\_\_  
*Signature*