

TOWN OF TRUMBULL, CONNECTICUT
BOARD OF EDUCATION
REQUEST FOR PROPOSAL
VISITOR MANAGEMENT SOFTWARE &
HARDWARE SOLUTIONS

Questions must be Submitted in Writing

Must be received PRIOR TO:

Close of business Jan 22nd
directed to demingm@trumbullps.org

Prime: American Total Protection DBA Kolram

BID 6328: DUE: January 29, 2019 @ 2 pm

Addendum 1 dated January 23-2019 for questions and answers

Date	Section	Question	Submitted	BOE Response
18-Jan	2.	BID SUBMISSION indicates Bid 6314 – Due: January 29, 2019 by 2 pm sharp. Should this line have referneced Bid 6328?	N	Yes should read BID 6238
19-Jan	7.	How long will the BOE award period be for in years? Does the award follow school year or calendar year?	N	It is for the purchase of a system only
2 18-Jan	13.	What is the BOE targeted Installation date at the first school facility?	N	ASAP
3 18-Jan	13.	Will the bidder be responsible for storing all hardware until date of installation?	N	Yes
4 18-Jan	13.	Will installation work be allowed during regular business hours or if not when?	N	Yes
5 18-Jan	18.	Does the bidders installation scope include pulling power and data to the school lobby where the kiosk will be installed?	N	If needed yes
19-Jan	19.	What addendums have been issued so far to this bid # 6328	N	yes this the one addendum #1
BIDDERS SCOPE OF WORK, SPECIFICATIONS, REQUIREMENTS, STANDARDS			N	
6 19-Jan	1.	Where does the BOE require that the system central server be installed? What are the BOE Database requirements for the VMS? Will the BOE allow cloud based application and server?	N	a. High School b. See Scope minimum. C. Yes
7 18-Jan	4.	1. What information is required to be on the printed visitor tag/badge?	N	Name time and date
8 18-Jan	4.	a. Is a photo of the visitor required to be on the tag/badge? Does BOE require that a new photo be taken by the kiosk for each visitor?	N	No. No
19-Jan	4.	i. If photo is required, is black and white photo acceptable or is color photo required?	N	n/a
19-Jan	4.	ii. Does BOE want to capture the photo at the time of visit or pull the photo from the visitor's drivers license?	N	either
19-Jan	4.	b. Is the visitor tag/badge required to be adhesive to stick to the visitors apparel or is it required to be worn with a badge clip or lanyard?	N	either
19-Jan	4.	c. Does BOE require the printed/issued visitor tag/badge to visually expire after a period of 8-12 hours?	N	No. No
19-Jan	5.	What is the estimated or anticipated annual volume of visitors at each school/facility?	N	200 per day district wide
18-Jan	5.	Where does the BOE intend to have the printer supplies and rolls of media store during the year?	N	We will store
19-Jan	6.	What language(s) does the BOE require the VMS User Interface (UI) to be displayed in to the visitors using the kiosks?	N	English
19-Jan	7.	Do kiosk need to be ADA (American Disabilities Act) compliant?	N	If possible and required
19-Jan	7.	If the kiosk must be ADA (American Disabilities Act) compliant does it need to have brail labels and instructions?	N	No. No
19-Jan	7.	Does the BOE require any customizable branding to the kiosk color finishing and decal wraps? Will all the kiosks look exactly alike at all 11 facilities?	N	No yes
19-Jan	8.	Does the kiosk need to have a physical keyboard or will an on screen keyboard meet the BOE requirements?	N	on screen
19-Jan	8.	Does the BOE want all the kiosk locks to be keyed alike? Does BOE want kiosk access alarm to be installed on the kiosk doors?	N	Yes and yes if possible
18-Jan	General	Will all the bidders questions and answers be shared amongst the bidders who have submitted questions?	N	in this addendum #1

All inquiries regarding this request shall be answered up to the close of business on January 22, 2019 after which time no additional questions will be accepted. To ensure consistent interpretation of certain items, answers to questions the Town deems to be in the interest of all bidders will be made available in writing or by Fax as appropriate to all bidders. Inquiries of a technical nature may be directed to Mark J Deming (203-452-4306) Facilities Department, Trumbull Board of Education Demingm@trumbullps.org All other questions may be directed to Kevin Bova, Purchasing Agent (203.452.5042) kbova@trumbull-ct.org