

CLAIBORNE COUNTY BOARD OF SUPERVISORS

Request for Qualifications and Proposals

Building Access Control System and Support Services

1. PURPOSE

The Claiborne County Board of Supervisors invites experienced, qualified and licensed vendors to submit their proposal and qualifications to provide Building Access Control and Security System and Support Services, per specifications, terms and conditions as detailed in this RFP/Q.

2. CONTRACT PERIOD

The terms of any contract resulting from this solicitation shall be from August 5, 2024 (or from the date the contract is executed through December 31, 2027 with an option to renew for one year maintenance/warranty.

3. SCOPE OF WORK/SPECIFICATIONS

The Claiborne County Board of Supervisors is requesting proposals and qualifications and intends to award the contract to a vendor who shall procure, design, install and configure a single centralized access control and security system for multiple Claiborne buildings. This request for proposals and qualifications aims to provide the Claiborne County Board of Supervisors with the devices, materials, labor, wiring, software, etc. to complete the project. The solution proposed must include the ability to support up to 200 active individual employee ID cards with photos to allow access to be controlled from multiple locations at any one time. The proposal should also list the software/hardware required to allow the Claiborne County board of Supervisors to produce, program, and issue additional cards for new employees or to replace lost/damaged cards on-site once the initial location(s) are complete. The Access Control and Security System shall integrate with the required software to allow access through

mobile phones. The Access Control and Security System must accommodate the current and future requirements of all the Claiborne County Board of Supervisors operations.

4. SOLICITATION REQUIREMENTS

A. General Requirements

- i. In order to be considered for selection, proposers must submit a complete response to this RFP/Q to the following address:

Office of the Chancery Clerk
ATTN: Building Access, Security and Control RFP/Q
Post Office Box 449
410 Market Street
Port Gibson, MS 39150

No other distribution of the proposal shall be made by the proposer.

- ii. A proposer shall submit six (6) copies of the proposal in response to the RFP/Q.

5. DEADLINE FOR SUBMITTAL

All proposals must be received by Friday, August 2, 2024 no later than 2:00 P.M

For additional information or to request the full proposal packet, please email AndrewSmith@claibornecountymt.gov or contact the Office of the County Administrator at (601)437-5261.

PUBLICATION INFORMATION

Please publish in the legal section of the newspaper on:

**July 4, 2024
July 11, 2024**

INVOICE TO

Claiborne County BOS
ATTN: Accounts Payable
P. O. Box 689
Port Gibson, MS 39150

PROOF OF PUBLICATION TO

Gloria Dotson, Board Clerk
P. O. Box 449
Port Gibson, MS 39150