

## NOTICE TO OFFERORS

**Boone County, Missouri is accepting sealed Request for Proposal (RFP) responses for the following project.**

**Project Name:**

*Access Control System & Replacement & Term and Supply Contract for Security Equipment*

**RFP Number:**

**09-19MAR15**

**Scope of Project:**

This document constitutes a request for sealed proposals for furnishing, delivery, installation, and training for a access control system and a access control system replacement project, optional alarm panel upgrade and integration with other security components such as closed circuit television, video recording systems (Avigilon), and intercom (Aiphone "IS" Series). On-going maintenance and a Term and Supply contract for security equipment including access control system equipment (i.e. pin pads, access cards, etc.) will also be awarded.

**Pre-Bid Conferences:**

A pre-proposal conference has been scheduled for **March 3, 2015 at 1:00 p.m.** in the Boone County Annex, Conference Room, 613 E. Ash Street, Columbia, MO 65201. A site visit of the Government Center and Courthouse will immediately follow.

The purpose of the meeting will be to address any questions or concerns regarding the RFP. All Offerors are **STRONGLY ENCOURAGED** to attend.

**Non-Disclosure Agreement:**

The RFP for the project may be viewed by approved Offerors only.

The non-disclosure form may be secured from **Dave Eagle, Purchasing Office Specialist, Boone County Purchasing, Boone County Annex Building, 613 East Ash Street, Room 110, Columbia, Missouri 65201, telephone (573) 886-4391.** Only after approval of the completed form will the RFP be issued to approved Offerors.

**Bid Questions Deadline:**

All questions pertaining to the project must be received **in writing** by **5:00 p.m.** on **March 13, 2015**. **Direct written questions** to Melinda Bobbitt at [mbobbitt@boonecountymo.org](mailto:mbobbitt@boonecountymo.org) and cc: Liz Sanders at [lsanders@boonecountymo.org](mailto:lsanders@boonecountymo.org), or fax questions to (573) 886-4390.

**Bids Acceptance and Opening:**

Sealed proposal responses will be accepted until **1:00 p.m. on March 19, 2015 at the Boone County Annex Building, Purchasing Department, 613 East Ash Street, Room 110, Columbia, Missouri 65201**. RFPs received after the above specified time for acceptance will be returned to the sender unopened. Names of Offerors submitting a proposal response will be publicly read after 1:30 p.m. on March 19, 2015 in the Boone County Commission Chambers, Boone County Government Center, 801 East Walnut Street, Columbia, Missouri 65201. RFP Opening will also be posted on our web site same day at [www.showmeboone.com](http://www.showmeboone.com). Select Purchasing (along the left side of page), then 2015 Bid Tabulations, then 09-19MAR15.

**Anticipated Notice to Proceed:**

On or about **May 15, 2015**. The Contractor acknowledges that this is an estimated date and is subject to change. The actual notice to proceed is anticipated to be May 15, 2015 and the official Notice to Proceed is generally established at the Pre-Construction Meeting.

**Bonds:**

- **Bid Bond or Certified Check (from Offeror):** 5% of the Bid
- **Performance and Labor & Material Payment Bonds (from awarded Contractor):** each in the amount of full contract price.

**Plans and Specifications Available From:**

Boone County Purchasing  
Attn: Melinda Bobbitt, CPPO, CPPB  
Director of Purchasing  
613 E. Ash Street, Room 110  
Columbia, MO 65201

Phone: (573) 886-4391 or (573) 886-4393

E-mail: [mbobbitt@boonecountymo.org](mailto:mbobbitt@boonecountymo.org) and cc [lsanders@boonecountymo.org](mailto:lsanders@boonecountymo.org)