

REQUEST FOR QUOTE

FOR

Access Control System – Phase 1 Implementation

for

Southern State Community College

100 Hobart Drive

Hillsboro, Ohio 45133

Submission Deadline: **April 27, 2026**

Southern State Community College (SSCC) is seeking proposals from qualified vendors to provide and implement a comprehensive access control system for Phase 1 of a campus-wide security enhancement initiative. This project includes hardware, licensing, installation, configuration, and related services.

The intent of this RFP is to identify a vendor capable of delivering a secure, scalable, and modern access control solution aligned with institutional needs.

Project Overview

SSCC intends to deploy a Verkada-based access control system (or equivalent) that includes door controllers, card readers, licensing, and full installation services.

The system will support multiple campus entry points and internal doors, with centralized management and secure user access control capabilities.

Scope of Work

The selected vendor shall provide all labor, materials, equipment, and services necessary to complete the following:

Hardware Procurement

- Four (4) 4-door access controllers
- Six (6) multi-format card readers
- Four (4) backup batteries
- Associated system components and accessories

Licensing

- Twelve (12) 5-year door licenses for access control system capacity

Installation & Configuration

- Installation of all access control hardware
- Mounting controllers and card readers at designated locations
- Wiring and integration with existing door hardware
- Cat6 data drops including termination
- System configuration and initial setup
- Programming of user access and permissions

Project Services

- System design and consultation
- Project management and administrative coordination
- Initial training and onboarding for system users

Additional Requirements

- Coordination with door hardware contractor (provided separately by SSCC)
- Vendor must integrate with customer-installed locking hardware

Technical Requirements

Proposed solutions must:

- Support centralized, cloud-based or enterprise-level management
- Provide secure credential-based access (card readers minimum)
- Allow for scalable expansion in future phases
- Include audit logging and reporting capabilities
- Support role-based access permissions
- Include backup power support for critical components

Vendor Requirements

The vendor must have or be willing to establish a State of Ohio Supplier ID number. The vendor can set up their own account in the Ohio Supplier Portal. <https://supplier.ohio.gov/>

Submitting Proposals

Responses should be emailed to socull1@sscc.edu by 5:00 on the day of the deadline. Reference the project name in the subject line. Vendors must also list their Ohio Supplier ID number in the body of the email.



Inquiries

All questions regarding this RFP must be submitted in writing to:

Sheila O’Cull | Accounts Payable

100 Hobart Drive, Hillsboro, OH 45133

Email: socull1@sscc.edu