



April 18, 2025

**ADDENDUM #4
RFP NUMBER: 24-07**

Visitor Management System

IMPORTANT NOTICE

Please note the following responses to questions asked by prospective Responders:

Question 1. What integrations will be included in the scope of this project (access control, HR etc.)? This will help us provide a more accurate pricing if we know the names of the software.

Answer: Student Information System (SIS) integration.

Question 2. For pricing – will responses to this RFP be made public with pricing or will it be only upon request?
If pricing is marked as confidential what will be shared?

Answer: Pricing will be made available upon request.

Question 3. If pricing is marked as confidential what will be shared?

Answer: Please refer to Section XXXVIII – Public Records in the Information for Proposers section of the Request for Proposals document.

Question 4. Are you looking for fully self-serviced kiosks with Self Printing of badges – or will it be manned printing workstation?

Answer: Fully self-serviced kiosks with self-printing of badges.

Question 5. What level of Criminal or Sex-Offender checks will be run on visitors through the visitor management system?

Answer: Please include:

- Basic sex offender screening through the national sex offender public website (NSOPW) or equivalent database.
- Criminal background check.

Question 6. Do you prefer Cloud or on-premises for the backend of the system?

Answer: Either cloud or on-premise. Please provide proposals for both cloud and on-premise.

Question 7. I have existing dealers in your area, but wanted to check to see who your existing security vendors are so I can try to work with them on this project.

Answer: We do not have an existing system in place.

Question 8. Could you please confirm the total number of staff and students that will be included in this solution?

Answer: For staff who will need access to the system, we do not anticipate needing more than 50 staff accounts. For students, we need up to 3500.

Question 9. Do you anticipate using a standing kiosk setup (tablet, stand, and badge printer)? Or would you prefer a desktop configuration with an external camera and badge printer? How many of each equipment type would you prefer to have available at each site?

Answer: We anticipate using a standing kiosk setup that can be setup on the ground or a counter with a tablet, stand, and badge printer. We need one kiosk setup at each site, with the exception of the our Kalmus Conference Center where we will need 2-3 kiosks.

Question 10. Would you prefer all equipment to be shipped to a single location, or to multiple sites? For single or multiple, please provide the exact shipping addresses for each site to ensure accurate and timely delivery.

Answer: Single location. ATTN: Alvin Constantino or Matt Martinez, 200 Kalmus Drive, Costa Mesa, CA 92626

All RFP Documents remain unchanged except sections or parts of sections added to, revised, deleted or clarified by this Addendum.

This Addendum shall be considered part of the RFP Documents for the above-mentioned project as though it had been issued at the same time and shall be incorporated integrally herewith. Where provisions of the following supplementary data differ from those of the original RFP Documents, this Addendum shall govern and take precedence.

Responders are hereby notified that they shall make any necessary adjustments in their bid on account of this Addendum. It will be construed that each Responder's bid is submitted with full knowledge of all modifications and supplemental data specified herein.

Sincerely,



Kristin Lange
Purchasing & Contracts Manager
Orange County Department of Education