

Specifications of Materials

I. SCOPE OF WORK:

The Commonwealth of Pennsylvania, Department of Corrections (PA DOC) , requires the purchase of Access Control and Key Control Security Systems at SCI Phoenix and SCI Camp Hill as detailed below.

II. ISSUING OFFICER

Questions regarding the bidding or contracting procedures should be directed to Steve Jones at jsteven@pa.gov.

III. CONTRACT REQUIREMENTS

Access Control and Key Control Security System

Flexible, modular key control platform that logs entry and removal of keys for auditing. Access the electronic key control cabinet with a card reader, biometrics, or PIN.

THE FOLLOWING INFORMATION IS BASED ON MORSE WATCHMAN KEYWATCHER SYSTEMS. ITEM(S) BEING BID MUST BE EXACT AS DETAILED BELOW.

PART #	DESCRIPTION	QNTY	APR #
<u>Kw-Illuminated 96-keys</u>			
KW-8067	KW ILL, 6 MOD MAIN HORIZONTAL (2635-000)	1	1177-23552
KW-8039	MODULE, 16 KEYS (2861-000)	6	
KW-8215	LANTRONIX SERIAL SERVER (UDS-1100)	1	
PC-09	BLACK SMART KEYS	195	
PC-37	KEYPRO III SOFTWARE	1	
KW-3138	OPTION, NON-RANDOM KEY RETURN	1	

1 CABINET – 6 MODULES. DIMENSIONS: 27.5" x 34" [69.85cm x 86.36cm]

**FREIGHT TO BE INCLUDED IN TOTAL PRICE – FOB DESTINATION

**ABOVE DELIVER TO: SCI-PHOENIX, 1200 MOKYCHIC DRIVE, COLLEGEVILLE, PA 19426.
HOURS FOR DELIVERY ARE MONDAY THRU THURSDAY 8:00AM TO 11:00AM – THEN
12:00PM TO 2:00PM. FRIDAY 8:00AM TO 12:00 PM (EXCEPT HOLIDAYS) AT
WAREHOUSE.**

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PART #	DESCRIPTION	QNTY	APR #
<u>Kw-Illuminated 144-keys</u>			
KW-8056	KW ILL, 9 MOD MAIN CABINET (2013-000)	1	1142-101711
KW-8039	MODULE, 16 KEYS (2861-000)	9	
KW-8215	LANTRONIX SERIAL SERVER (UDS-1100)	1	
PC-09	BLACK SMART KEYS	145	
PC-37	KEYPRO III SOFTWARE	1	

1 CABINET – 9 MODULES. DIMENSIONS: 37.5" x 34" [95.25cm x 86.36cm]

**FREIGHT TO BE INCLUDED IN TOTAL PRICE – FOB DESTINATION

**ABOVE DELIVER TO: SCI CAMP HILL, 2500 LISBURN ROAD, CAMP HILL, PA 17011.
HOURS FOR DELIVERY ARE 8:00 AM TO 12:00 PM THEN 12:30 PM TO 3:30 PM, MON.-
FRI. (EXCEPT HOLIDAYS) AT WAREHOUSE**

CONTRACTOR REQUIREMENTS

SPECIFICATIONS OF MODEL BEING BID MUST BE INCLUDED WITH SUBMISSION

The Contractor shall abide by all Department of Corrections rules and regulations while on state property.

All products must meet security requirements of the DOC. The Department of Corrections reserves the right to allow companies to adapt their packaging to meet the DOC's security requirements before an award is generated. Product approval may be made contingent upon packaging changes. If, after award, DOC determines that a product poses a security threat, DOC will either cancel the award of that product upon written notification to the contractor detailing the nature of the security threat or allow the contractor to replace the product with a compliant product at the same price.

IV. CONTRACT TERM

The term of the Contract shall commence on the Effective Date (as defined below) and shall end on the Expiration Date identified on the Contract, subject to other provisions of the Contract.

The Effective Date shall be: a) the Effective Date printed on the Contract after the Contract has been fully executed by the Contractor and the Commonwealth (signed and approved as required by Commonwealth contracting procedures) or b) the "Valid from" date printed on the contract, whichever is later.

Prices may be adjusted for imported products if tariffs are established for contracted items after bids are accepted by the PA DOC by requesting the increase accompanied by a copy of the tariff certificate documenting the increase with proof of payment.

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V. BID AWARD

It shall be understood and agreed that any quantities listed in the solicitation are estimated only and may be increased or decreased in accordance with the actual requirements of the Department of Corrections.

Unless otherwise indicated, the unit price will be binding unless the unit price is obviously in error and the extended price is obviously correct, in which case the erroneous unit price will be corrected.

The Commonwealth reserves the right to award by item or on a total Bid basis, whichever is deemed more advantageous to the Commonwealth.

VI. BID Results

Bids will be opened on the date and time specified in the invitation for bid. Bid tabulations will be posted on the Department of General services' eMarketplace website (<http://www.emarketplace.state.pa.us/>) as soon as possible. Tabulations are for information only and do not constitute actual award or execution of a contract. The results of the apparent bidders and all bids are under review until final award of the purchase order.

VII. INVOICING

Contractors must follow the following invoicing requirements:

- a. Accurately bill the Commonwealth for actual services rendered on all invoices.
- b. Submit invoice to appropriate resource account within 10 business days of completed service.
- c. Comply with Commonwealth / Department of Correction's practices for supplier payments

The awarded supplier should submit all invoices, as outlined by the Pennsylvania Office of the Budget, as a PDF for to email address 69180@pa.gov. The following link will provide more information regarding the Office of the Budget's invoicing requirements and resources:

<https://www.budget.pa.gov/Services/ForVendors/Pages/default.aspx>