

## EXECUTIVE SUMMARY

### **Piggyback Recommendation of \$500,000 or Greater FY21-123 – Visitor Management System**

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#### **Introduction**

##### **Responsible: Procurement & Warehousing Services (PWS)**

This request is to approve the recommendation to make a piggyback award to the vendor, Raptor Technologies, awarded by General Services Administration for Invitation to Bid (ITB) FY21-123 – Visitor Management System. The contract term for this ITB is for three (3) years from June 9, 2020 through June 30, 2023. The services under this ITB will provide the District with a system to conduct instant screening for sex offender status and custody orders for all visitors at each school district entry point.

The contract award amount for this ITB is \$558,980.

Due to the COVID-19, the spending authority being requested is \$558,980, and covers the estimated amount projected for the first twelve (12) months; therefore, additional spending authority to cover the remaining term of the ITB will be requested in a future date.
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#### **Goods/Services Description**

##### **Responsible: Information Technology (IT)**

The STAR system is the School District current volunteer/visitor management solution, provided by SISCO, Inc. The Raptor Visitor and Volunteer Management System will replace the current volunteer/visitor management system, which has a contract expiring on June 30, 2020. The yearly costs associated with the current STAR system is approximately \$160,000 annually. The existing STAR ID scanners are not compatible with the new Florida Driver's License format; if the District decides to stay with the current solution, there will be a significant investment in refreshing all of the existing scanners. The new contract includes the training of staff to use the new system.

The Raptor Visitor and Volunteer Management System monitor visitors, contractors, and volunteers who enter a building and provides instant screening for sex offender status and custody orders. Founded in 2002, Raptor developed the first web-based visitor management system designed for schools. Since then, their system has flagged more than fifty thousand (50,000) registered sex offenders attempting to enter K-12 schools across the country.

The Raptor Visitor Management system will be configured on a workstation at each school's single point of entry. Upon check-in, each first-time visitor presents their state or federal government-issued identification card. The Raptor system scans the ID and automatically checks each person entering school grounds against the national database of registered sex offenders, as well as against a custom alert database created by each school. Once a visitor is cleared by the system, a visitor badge is printed that includes a photo, as well as the individual's name, date, time of entry, and destination. If a potential threat is identified, the system sends instant alerts to designated staff via email and text. The Raptor system also has reporting capabilities that will track and report volunteer hours. To replace antiquated technology and improve functionality and processes around Visitor and Volunteer Management, the Raptor system will allow the District to align with changing technology to be compatible with the new Florida Driver's License format and search registration information for sexual predators and sexual offenders.

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**Procurement Method  
 Responsible: PWS**

Per Purchasing Policy 3320 Part II Section M, the School Board may make purchases at or below the specified prices from contracts awarded by other city or county governmental agencies, other District School Boards, Community Colleges, Federal Agencies, the Public or Governmental Agencies of any state, or from State university system cooperative bid agreements.

**Financial Impact  
 Responsible: PWS and IT**

Due to the COVID-19, the spending authority being requested is \$558,980, and covers the estimated amount projected for the first twelve (12) months; therefore, additional spending authority to cover the remaining term of the ITB will be requested in a future date.

<b>Visitor Management System Scope and Equipment</b>					
<b>Product Description</b>	<b>Unit Price</b>	<b>Quantity</b>	<b>Year One Cost</b>	<b>Year Two Cost</b>	<b>Year Three Cost</b>
One (1) year Annual Software Access Fee per location, Renewal fee is due on the anniversary month of purchase Raptor technical support is included.	\$540.00	268	\$144,720	\$144,720	\$144,720
One (1) time fee for implementation (per location).	\$350.00	268	\$93,800		
ID scanner for state issued identification cords - two (2) year limited warranty	\$495.00	268	\$132,660		
Printer for either visitor badges or student tardy passes – two (2) year limited warranty.	\$139.00	268	\$37,252		
Raptor visitor badges [four (4) rolls/three hundred (300) badges per roll]. Quality guaranteed for one (1) year after purchase date.	\$50.00	268	\$13,400		
Shipping and Handling fee required on all new orders.	\$26.00	268	\$6,968		
Onsite training (per location) subject to schedule availability.	\$275.00	268	Waived		
2D Bar Code Reader Kiosk (Used for Visitor, Contractor, Volunteer, Staff/ Faculty Sign-In).	\$260.00	268	\$69,680		
Full Background Checks for volunteers (Level 1).	*See note below	15,000	\$37,500	\$67,500	\$67,500
Automate the integration of student Guardian Data – Raptor Link Annual Access Fee.	\$100.00	230	\$23,000	\$23,000	\$23,000
Equipment Replacement.					\$25,000
<b>Total</b>			<b>\$558,980</b>	<b>\$235,220</b>	<b>\$260,220</b>
<b>Total (Three (3) Years)</b>					<b>\$994,420</b>

\* Year one (1) unit cost is \$2.50 per scan, and year two (2) and three (3) Cost is \$4.50 per scan.

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The Safety, Security & Emergency Preparedness (SSEP) Department has submitted a grant to cover most of these costs, and the District is anticipating that it will come through, and the capital outlay will shrink significantly. The District intends to use funding from the current SSEP budget.

The contract award amount for the three (3) terms of the contract is \$994,420. The funding source will come from the SSEP Department operating budget.