



Colby Community College (CCC) – NVR for Security Camera RFP (Submission deadline is noon on June 9, 2025)

Overview and Background

Colby Community College is located in the northwest corner of Kansas, approximately 50 miles from the Colorado and Nebraska borders. The college was established in 1964; it is a dynamic institution of more than 2,400 students. In addition to a main campus of approximately 60 acres, CCC operates a 60-acre farm for students to use as a hands-on laboratory and training facility.

CCC is seeking bids for refreshing computers for all computer labs at CCC. This will cover computers and monitors.

Project Goals

CCC is seeking competitive, sealed bids in order to purchase an on-premise security camera NVR system. We currently have approximately 250 cameras on campus.

- 90-day retention @ 1080P, 15fps, and variable Bit Rate
- Ability to use any ONVIF camera
- Facial Recognition
- Must be able to perform an “Appearance Search”
- Search across all cameras
- Ability to control current door system (Avigilon)
- Included camera licensing cost

General Information

Colby Community College currently utilizes 250 cameras and would like to install an additional 150 cameras in the near future. This proposal request is for one (1) server, with the option to purchase one (1) additional server, at the same price and time—camera licensing in blocks of 50 cameras. We will determine how many blocks of 50 we will want at the time of purchase.

Project Timeline

The computer equipment bids proposed **MUST include an estimated time of arrival (ETA)** for delivery to CCC before June 30, 2025. If you are not able to meet or exceed this deadline, please do not provide a bid.

Submission of Proposals

Respondents to this RFP must submit their sealed proposal by hand or email, no later than 12:00 p.m. (CST) on Monday, June 9, 2025, to Justin Villmer, located in the Thomas Hall Administration Office (CCC's Main Campus), or via email at justin.villmer@colbycc.edu.

Anticipated Selection Schedule

All submitted proposals will be reviewed and evaluated, and then CCC will recommend a vendor to the Board of Trustees (BOT) at the June 16, 2025, meeting. The selected vendor will be notified within 24 hours after the BOT has approved a recommendation.

Elements of Proposal

A submission should, at a minimum, include the following elements:

1. Manufacturer and model of units being proposed.
2. All additional options.
3. Specific warranty details for each unit proposed.
4. Document any related fees or processing fees.
5. Document any delivery fees to have the items delivered to CCC.
6. Guarantee all items will be on site no later than June 30, 2025.

Mandatory Disclosures

Tax Exempt:

Colby Community College (CCC) is a tax-exempt entity. All bids should reflect that no sales tax is included in the final submission.

Exclusions:

If any exclusions exist as a part of this proposal, vendors must clearly define them in a section labeled *exclusions*.

Sub-Contracted Work (if applicable):

If any of the scope of the project will be outsourced to a third party, the vendor name and work to be completed must be included in the proposal. CCC reserves the right to request a different subcontracted company.

RFP Questions (if applicable):

Vendors should only direct inquiries and questions to the following individual(s) at CCC.

Todd Ohlrogge, Information Technology

Phone: (785) 460-5481

Email: todd.ohlrogge@colbycc.edu

Communication with anyone else at CCC should not be included in the proposal.

Point(s) of Contact:

Justin Villmer, Vice President of Business Affairs/CFO

Phone: (785) 460-5407

Email: justin.villmer@colbycc.edu

Statement of Disclosure:

The board reserves the right to reject any or all bids, to accept that bid which appears to be in the best interest of the college, to waive any informalities in any part of any bid, and to reject any or all bids received after the date and time specified. Any bid may be withdrawn prior to the scheduled time for the opening of bids. The bidder to whom the award is made may be required to enter into a written contract with the college and provide a performance or public works bond as required by law or the Board of Trustees (where applicable).