



Excellence in Leadership Academy Charter School  
Notice to Bidders  
Request for Proposals

---

**School Gates & Perimeter Fencing  
RFP 25-001**

**Due: 3/31/2025 by 11:00 a.m.  
(Charter clock is the official time)**

Excellence in Leadership Academy Charter School (“Charter”) hereby invites qualified security service providers to submit proposals (“Proposals”) for school gates and perimeter fencing at all campuses of the charter.

Proposals should be submitted in the manner prescribed in this Request for Proposals (“RFP”). All required forms and submission requirements are included in the RFP or attached to it. Each person or entity that submits a Proposal to the Charter in response to this RFP shall be designated as a “Vendor.”

**I. Background**

The safety and security of the Charter’s students, staff, and its facilities are of the utmost importance to, and is a primary objective of, the Charter. The Charter issues this RFP to solicit Proposals for a qualified contractor to provide high quality school perimeter fencing that will facilitate and achieve the Charter’s objective. Through this RFP, the Charter seeks to identify a single vendor that can provide gates & fencing that will integrate with our existing infrastructure.

The Charter reserves the right to modify its needs or the scope of any proposed contract subsequent to the review of Proposals, and to include such modifications in any contract with the successful Vendor.

**II. Timeline/Schedule of Events**

The following are key dates for this RFP. The Charter is committed to adhering to this schedule but reserves the right to make modifications.

**A. Release RFP: March 5th, 2025**

**B. Proposals Due: March 31st, 2025, by 11:00 a.m. Central Time (Charter clock is the official time)**

**III. Service Agreement**

- A. All included items and installations should be installed, tested, and configured no later than 1 calendar year from the start of the project.
- B. Testing of all newly installed equipment shall be performed prior to system cutover.



#### IV. Services to be Provided

The selected Vendor for gates & perimeter fencing must provide all services and devices in the agreed timeline (III) of this RFP.

Walkthroughs will be conducted for all campuses on 3/14/2025 and 3/25/2025 from 9:00am to 2:00pm each day. The Charter will provide installation maps, access to facilities and network rooms at each campus

- Contact location: Excellence in Leadership Academy
  - 915 West Interstate Highway 2, Mission, Tx 78572

Hardware (Equipment) requested:

Item	Quantity
1. Electric Entry Gates	1. 1
2. Electric Exit Gates	2. 1
3. 8-foot aluminum fencing with anti-scaling devices on top - throughout	3. 1

#### V. Contractor Responsibilities:

- Providing all supervision, labor, tools, equipment, materials, transportation, erection, construction, unloading, inspection, and inventory housing. Must also return spare material as specified.
- Furnishing and installing materials for a complete structured cabling system unless specific provisioning or installation of materials is denoted in this RFP.
- Obtaining Excellence in Leadership Academy permission before proceeding with any work-necessitating cutting into or through any part of the building structure such as girders, beams, concrete, tile floors or partition ceilings.
- Promptly repairing all damage to the building due to carelessness of contractor employees and exercising reasonable care to avoid any damage to the building. Reporting to Excellence in Leadership Academy any damage to the building that may exist or may occur during the contractor's occupancy of the building.
- Taking necessary steps to ensure that required firefighting apparatus is always accessible. Flammable materials shall be kept in suitable places outside the building.
- Installing the wire, cable, and hardware in accordance with Industry standards
- Conducting tests and inspections as specified post-installation.
- Promptly correcting all defects for which contractor is responsible as determined by Excellence in Leadership Academy.
- Following industry standard installation practices and as defined on the RFP.



- Cabling to be terminated on the existing network racks.
- Collaborate with Charter staff on the finish, angle, and alignment of each gate and fence line.

## **VI. Format and Content of Proposal**

Each Vendor's Proposal should be clear, concise, complete, well organized, and demonstrate the Vendor's qualifications, ideas, and ability to meet the expectations outlined in this RFP.

Proposals should be organized into the following major sections and provide sufficient detail for the Charter to make an informed decision and comparison of Proposals. Additional information such as marketing brochures and promotional materials may be included but should be at the end of the Proposal in an appendix.

- A. Proposal Cover. Include the RFP's title and Proposal due date, the name, address, fax number and the telephone number of Vendor.
- B. Table of Contents. Include complete and clear listings of headings and pages to allow easy reference to key information.
- C. Summary of Proposal. Provide a brief summary of the Proposal, in narrative or outline form, not to exceed 3 pages. Please describe your approach and methods for carrying out the security services. Please specifically discuss your company's unique qualifications to provide security services, including your experience providing high-quality, effective, and safe security services to schools or school Charters/charters.
- D. Body of Proposal. In order to be responsive to this RFP, Proposals must address all of the responsibilities, hardware counts/types, and install specifications of a Vendor set forth in this RFP. To the extent the following matters are not addressed in those explanations, the Proposal should also address the following:
  1. Experience
    - i. Vendor's experience providing surveillance services to school facilities.
    - ii. Vendor's specific experience providing surveillance services in situations or circumstances involving students, minors, and the general public.
    - iii. Any claims or litigation against the vendor.
  2. References – Provide at least three present or past clients the Charter may contact for reference purposes. Be sure to include the contact person who was directly responsible for overseeing the security services provided, and include the name of the client/agency, contact information (name, phone number, and/or email address) and the dates the services were provided



## **VII. Additional Materials.**

In addition to the foregoing, a complete Proposal shall include:

- A. Service Agreement. Vendor shall provide a service agreement intended for use with the Charter for the implementation of this RFP. Charter, in its sole discretion, may elect to use the Vendor's sample service agreement, subject to negotiation of the terms thereof, or provide its own agreement.
- B. Insurance. Proposals must include a letter from your insurance company indicating Vendor's ability to provide insurance. Vendor will be required to obtain, in addition to any other insurance coverage required under the contract between the Charter and the successful Vendor, a comprehensive general liability policy for not less than the following limits: personal insurance (\$1,000,000.00 each occurrence) and property damage (\$1,000,000.00 each occurrence).

## **VIII. Questions & Addendums.**

All questions regarding the RFP shall be submitted via email, no later than 11:00APM Central Time on March 31st, 2025 to the Charter employee designated below.

Attn: Mrs. Gonzalita Moreno  
Business Manager  
915 West Interstate Highway 2  
Mission, Tx, 78572  
[gmoreno@elacharterschool.com](mailto:gmoreno@elacharterschool.com)

Answers to all questions shall be provided to all Vendors as a numbered addendum on our web site. It is the responsibility of the Vendor to view the answers to questions.

## **IX. Submission of Proposal.**

- A. Sealed Proposals may be submitted by method of submittal, e.g., hand delivery, U.S. mail. If by hand, an original copy of the Proposal must be hand-delivered to:

Attn: Mrs. Gonzalita Moreno  
Business Manager  
915 West Interstate Highway 2  
Mission, Tx, 78572  
[gmoreno@elacharterschool.com](mailto:gmoreno@elacharterschool.com)



- B. Proposals must be received no later than **11:00 AM Central Time on March 31st, 2025 (“Deadline”)**. Charter clock is official time. The Charter reserves the right to reject any Proposal that is untimely or incomplete. It is the sole responsibility of any Vendor submitting a Proposal to ensure it is received by the Charter on time
- C. Hand-delivered or mailed Proposals must be delivered in a sealed envelope or envelopes clearly showing the respondent’s company name and address and must also be labeled: **“School Gates & Perimeter Fencing RFP # 25-001”**. **Emailed Proposals will not be accepted.**
- D. A total of 4 printed copies and 1 electronic file is required with official submission to Charter.

**X. Evaluation Factors.**

Submittals received by Charter will be evaluated according to the criteria listed below:

A.	The purchase price	20 – points
B.	The reputation of the vendor and the vendors goods or services	15 - points
C.	The quality of the vendor’s goods or services	15 – points
D.	The extent to which the goods or services meet the districts need	20 – points
E.	The vendor’s past relationship with the charter	10 – points
H.	Conformance to the specified RFP Format	10 – points
I.	Organization, presentation, and content of the proposal	10 – points
Total Points Available:		100 - points

**XI. Method of Selection and Award.**

Any Proposal submitted to the Charter shall be considered an offer which may be accepted by the Charter, in whole or in part, with or without discussion or negotiation, at any time within 90 days from the deadline. Any offer not accepted within this time period is rejected.

The Charter reserves the right to reject any or all Proposals and to waive informalities, minor irregularities, or other requirements in offers received, and/or to accept any portion of the Proposal if deemed in the best interest of the Charter. Failure of the Vendor to provide in its Proposal any information requested in the RFP may result in rejection for non-responsiveness. Failure of the Vendor to meet or exceed any stated minimums in the RFP may also result in rejection for non-responsiveness. The Charter retains the right in its sole discretion to determine that a Proposal is not responsive to the material terms of this RFP.



## **XII. Proposal Contents May Be Public Information and Subject to Disclosure**

Proposals may be subject to release as public information under applicable law unless the Proposal or specific parts of the Proposal can be shown to be exempt from disclosure under such law. Vendors are advised to consult as necessary with legal counsel regarding such disclosure and to take appropriate precautions to safeguard trade secrets and confidential data. The Charter assumes no obligation or responsibility for asserting legal arguments concerning exemption from disclosure on behalf of any Vendor.

## **XIII. No Representations**

The Charter makes no representations or guarantees of any kind, express or implied, with regard to the matters contained in this RFP, including any exhibits, attachments, letters of transmittal, or any other related documents. Each Vendor must rely solely on its own independent assessment as the basis for the submission of any Proposal.

## **XIV. Miscellaneous**

- A. By issuing this RFP, the Charter assumes no obligation to make an award to any Vendor.
- B. The Charter reserves the right to modify its needs or the scope of any proposed contract subsequent to the review of Proposals, and to include such modifications in any contract negotiated with the successful Vendor.
- C. In the event of any conflict or ambiguity between the terms of this RFP and state or federal law or regulations, the latter shall prevail. Additionally, all equipment to be supplied or services to be performed shall conform to all applicable requirements of local, state, and federal law.