



Grow Early Learning
Formerly ECMHSP

REQUEST FOR PROPOSAL

**Avigilon Alta Video, Access Control
Intercom Installation and Managed Services**

RFP NO. 050126

RESPONSE TIMELINE

Proposals Due by:

Friday, May 29, 2026, at 5:00 pm EST

2301 Sugar Bush Road, Suite 400

Raleigh, North Carolina 27612

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1.0 INTRODUCTION

Grow Early Learning (Grow Early Learning) is a federally funded, nonprofit corporation that is headquartered in Raleigh, North Carolina. Grow Early Learning provides high-quality and comprehensive Head Start services in rural areas of Alabama, Florida, Georgia, Indiana, New Jersey, North Carolina, Oklahoma, Pennsylvania, South Carolina, and Virginia, and maintains an administrative office in Washington, DC. This procurement is conducted in accordance with the Head Start Program Performance Standards (45 CFR §§ 1303.50–1303.56) and the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (2 CFR Part 200).

What makes Grow Early Learning truly special is our ability to meet the unique needs of farm worker families, who often live in hard-to-reach rural areas and work long days for low wages. Grow Early Learning provides a full array of Head Start services to migrant and seasonal farmworker families. In addition to educating their young children, Grow Early Learning centers provide nutritious meals to children and ensure that these children have access to health care, including medical and dental screenings.

At Grow Early Learning, we understand the needs of our families extend beyond the classroom. In response, Grow Early Learning provides a lifeline to farm worker families during unforeseen financial crisis through the Michael P. Murphy Emergency Fund. Additionally, Grow Early Learning offers scholarships for farmworker parents looking to further their education, which are awarded annually. We also offer pro-bono immigration services and assistance to our families. With over 50 years of providing high-quality services exclusively to farmworker families, Grow Early Learning is recognized nationally as a model for excellence and well-trusted in the community.

To operate these high-quality services, a dedicated staff of over 1,000 employees support us when we are fully operational. Our staff includes individuals from a variety of professional backgrounds and skills that support the Head Start services we provide. We strive to provide strong support to our staff in carrying out their roles, including suitable insurance coverage for our business operations.

Grow Early Learning ("Grow Early Learning") invites qualified vendors to submit proposals for Avigilon Alta video security, access control, and intercom installation, configuration, standardization, integration, and ongoing managed services across Grow Early Learning's multi-state service area. This procurement is intended to support both project-based deployments and recurring operational support needs for physical security technologies. The awarded respondent may be asked to support new installations, expansions, upgrades, site standardization, maintenance, and lifecycle planning across administrative, regional, and educational facilities.

2.0 BACKGROUND OF GROW EARLY LEARNING

Grow Early Learning is a 501(c)(3) nonprofit corporation funded by the U.S. Department of Health and Human Services through the Office of Head Start. The organization provides high-quality early childhood education and comprehensive services to children and families. For purposes of this

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procurement, Grow Early Learning is issuing this RFP on a multi-state service area basis. Current internal service area references include Alabama, Florida, Georgia, Indiana, North Carolina, Oklahoma, South Carolina, and Virginia. Facilities may include early childhood education campuses, regional offices, administrative offices, and related support locations. Respondents should propose a scalable delivery and support approach appropriate for geographically distributed sites.

3.0 PURPOSE OF RFP

The purpose of this RFP is to solicit competitive proposals from qualified vendors to provide a turnkey Avigilon Alta program covering video surveillance, access control, and intercom-related services, including assessment, design, procurement, installation, configuration, training, support, and optional ongoing managed services. Grow Early Learning seeks a partner that can help standardize physical security technologies, improve consistency across sites, support safe environments for children and staff, and provide scalable support for future expansion, refreshes, and lifecycle management

4.0 NOTICE TO RESPONDENTS

- 4.01 Grow Early Learning will accept proposals until 5:00 PM Eastern Time on May 29, 2026. Proposals must be submitted electronically in PDF format to fbradshaw@growearlylearning.org. All questions regarding this RFP must be submitted in writing by the deadline identified in the RFP schedule. Responses to questions will be made available at: <https://growearlylearning.org/request-for-proposals/>. It is the responsibility of all prospective respondents to monitor this website for updates, addenda, and responses to questions. No oral interpretations or clarifications will be binding.
- 4.02 The successful respondent will be required to enter into an agreement incorporating this RFP, the vendor's proposal, the execution of offer, the respondent questionnaire, applicable addenda, and Grow Early Learning's mandatory contract provisions.
- 4.03 **Contract Award Process:** An award may be made on the basis of the proposals initially submitted, without discussion, clarification, or modification; or on the basis of negotiations with one or more respondents. Grow Early Learning reserves the right to establish a competitive range, request best and final offers, award all or part of the services requested, reject any or all proposals, or reissue the solicitation if determined to be in the organization's best interest.
- 4.04. **Criteria For Selection**
The respondent selected for award will be the one whose proposal is most advantageous to Grow Early Learning, considering qualifications, service model, cost, and ability to support a geographically distributed multi-state environment. Selection will not be based solely on lowest price.

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5.0 SCOPE OF SERVICES AND PROJECT

Grow Early Learning is seeking proposals from qualified vendors to provide end-to-end Avigilon Alta services capable of supporting Grow Early Learning's multi-state, multi-site environment. The organization expects scalable, standards-based delivery that can be repeated across sites as needs arise.

6.0 MINIMUM SCOPE OF WORK

6.01 *Assessment and Design*

- Review existing video, access control, intercom, and related physical security infrastructure where applicable.
- Perform remote and/or onsite site surveys.
- Recommend camera placement, door hardware approach, reader/intercom deployment, and design standards aligned to child safety, facility operations, privacy, and regulatory considerations.
- Validate network readiness, power requirements, door conditions, mounting considerations, and bandwidth requirements.

6.02 *Procurement and Installation*

- Provide and install Avigilon Alta-compatible cameras, controllers, readers, intercom/video-reader devices, gateways, mounts, accessories, and required supporting materials.
- Perform cabling, conduit, mounting, labeling, panel work, device installation, and associated field labor as proposed.
- Integrate with existing wired and wireless network environments where applicable.
- Perform testing, commissioning, punch-list completion, and acceptance documentation.

6.03 *Configuration and Integration*

- Configure the Avigilon Alta platform for video, access control, and intercom services, including site structure, devices, credentials, user roles, administrative settings, alerts, and retention settings.
- Support role-based access, audit logging, administrative delegation, and operational configuration aligned to organizational requirements.
- Identify and describe any third-party integration capabilities or dependencies included in the proposed solution.

6.04 *Training and Documentation*

- Provide administrator and end-user training for video, access control, and intercom operations.
- Provide as-built or implementation documentation, device inventories, support contacts, and operational handoff materials.
- Provide quick reference guidance for designated site or regional contacts if included in the proposal.

6.05 *Ongoing Services and Support (Optional / Proposed)*

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- Provide proactive monitoring, health checks, support coordination, and incident assistance.
- Support firmware updates, security updates, troubleshooting, break/fix support, and vendor coordination.
- Offer annual review, optimization recommendations, and lifecycle planning support.
- Describe remote support, onsite support, after-hours support, hardware replacement coordination, and escalation procedures.

7.0 SERVICE AREA COVERAGE EXPECTATION

7.01 Respondents must describe how they will support Grow Early Learning's multi-state service area, including project mobilization, remote support capability, onsite dispatch model, subcontractor approach if any, geographic coverage assumptions, and how service consistency will be maintained across sites in the following states:

Alabama

Florida

Georgia

Indiana

North Carolina

Oklahoma

South Carolina

Virginia

8.0 OPERATIONAL AND COMPLIANCE REQUIREMENTS

- Solutions must be compatible with the Avigilon Alta cloud-managed platform.
- Solutions must support centralized multi-site administration and role-based access controls.
- Vendors must describe how audit logging, security controls, and administrative access will be managed.
- Solutions and services must be suitable for environments serving minors and must account for privacy-sensitive operating contexts.
- Respondents should identify assumptions, exclusions, dependencies, and any site readiness requirements.

9.0 EVALUATION CRITERIA

9.01 Grow Early Learning's Evaluation Committee shall review each proposal and select the Proposer(s) that it determines to be the most qualified, in Grow Early Learning's sole discretion, pursuant to the evaluation criteria set forth in this section. Grow Early Learning is not bound to accept the lowest priced proposal if that proposal is not in the best interest

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of Grow Early Learning as determined solely by Grow Early Learning. The evaluation criteria utilized to evaluate proposals received shall include but are not limited to the following:

Criterion	Description	Maximum Points
1	Avigilon Alta expertise, certifications, and product-line capability across video, access control, and intercom solutions	25
2	Experience with multi-site education, nonprofit, childcare, or similar regulated environments	20
3	Managed services approach, support model, and SLAs	20
4	Cost effectiveness, pricing transparency, and total cost of ownership	25
5	References and past performance	10

10.0 COMPENSATION AND FEES

10.01 Respondents must submit a clear and itemized cost proposal that distinguishes one-time implementation costs from recurring subscription, support, or managed services fees. Pricing should be organized so Grow Early Learning can evaluate total cost of ownership as well as per-site or per-unit economics.

- Hardware pricing for cameras, controllers, readers, intercom/video-reader devices, gateways, mounts, and accessories
- Installation pricing for labor, travel, mobilization, cabling, commissioning, and acceptance activities
- Subscription and cloud platform pricing for video, access control, recording, storage, credentials, or related services as applicable
- Managed services pricing (monthly or annual)
- Optional services such as after-hours support, expedited replacement, reporting, and additional training
- Any assumptions, exclusions, subcontractor costs, or price escalation terms

11.0 RFP TIMELINE AND SCHEDULE

11.01 The proposal and any addenda thereto shall be submitted by the Proposer via digital format and must be received by fbradshaw@growearlylearning.org and time recorded no later than 5:00 pm Eastern Standard Time on May 29, 2026.

RFP Issued	Monday, May 11, 2026
Response for Written Questions	Monday, May 18, 2026
Response to Questions Issued	Wednesday, May 20, 2026
Final Proposal Submission Due	Friday, May 29, 2026

11.03 Responses to questions and clarifications will be available on Grow Early Learning's website at: www.growearlylearning.org

11.04 Late submissions shall be disqualified from consideration. The timely submission of a proposal is the responsibility of the Proposer.

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12.0 PROPOSAL REQUIREMENTS

12.01 General Instructions

- Respondents should carefully review this RFP and submit a complete response to all requested items.
- Proposals must remain valid for at least 180 days from the submission deadline.
- Any information submitted in response to this RFP becomes the property of Grow Early Learning, subject to applicable law.
- Conditional proposals or proposals materially deviating from the requested structure may be rejected.

12.02 Required Proposal Format

- Cover Letter / Executive Summary
- Company Profile and Legal Structure
- Avigilon Alta Partner Status, Certifications, and Relevant Experience
- Technical Approach and Deployment Methodology
- Project Organization, Staffing Plan, and Key Personnel
- Managed Services Model and Service Levels
- Implementation Schedule and Rollout Plan
- Pricing Proposal with one-time and recurring costs separated.
- References (minimum of three)
- Completed Execution of Offer and Respondent Questionnaire

13.0 STANDARD TERMS AND CONDITIONS

This procurement is subject to Grow Early Learning's standard terms and conditions, including compliance with federal debarment and suspension requirements, lobbying restrictions, audit access requirements, confidentiality obligations, termination rights, indemnification provisions, and governing law in North Carolina. Grow Early Learning reserves the right to reject any or all proposals and to negotiate final terms with the selected respondent(s). The contractor must comply with all applicable federal, state, and local laws and regulations relevant to the work performed.

13.01 Definitions:

- "Contract" shall mean the Professional Service Agreement, the Request for Proposal, the Execution of Offer, Respondents Questionnaire, and all written amendments issued prior to the execution of the Professional Service Agreement.
- "Respondent" shall mean the individual, partnership, corporation, or other entity responding to this Request for Proposal.
- "Contractor" shall mean the individual, partnership, corporation, or other entity awarded a Contract pursuant to this Request for Proposal.

13.02 **Entire Agreement.** The Contract is intended as the complete and exclusive

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statement of the agreement between Grow Early Learning and the Contractor and shall supersede all prior or contemporaneous agreements, negotiations, or oral representations relating to the subject matter herein.

- 13.03 **Term of Contract and Time of Performance:** The term of the Contract will be for the duration of the search unless terminated earlier by Grow Early Learning pursuant to paragraphs 13.04 or 13.05 below. Contractor agrees to perform all obligations and tender services set forth in this Request for Proposal as mutually agreed upon between Grow Early Learning and Contractor during the term of this Contract.
- 13.04 **Termination for Cause:** In the event that the Contractor fails to carry out or comply with any of the terms and conditions of the Contract, Grow Early Learning may notify the Contractor of such default or failure in writing and demand that the failure or default be remedied within ten days. In the event that the Contractor fails to remedy such failure or default within the ten-day period, Grow Early Learning shall have the right to hold Contractor in breach of the Contract and to recover whatever damages it may be entitled to at law or in equity.
- 13.05 **Termination for Convenience:** The Contract may be terminated without penalty by Grow Early Learning for convenience by giving thirty days written notice of such termination to the Contractor. In no event shall termination by Grow Early Learning as provided for in this paragraph give rise to any liability on the part of Grow Early Learning including, but not limited to, any claims of Contractor for compensation for anticipated profits, unabsorbed overhead, or interest on borrowing.
- 13.06 **Independent Status of Parties:** Contractor will neither hold itself out as nor claim to be an officer, partner, employee or agent of Grow Early Learning by reason hereof, and will not by reason hereof make any claim, demand or application to or for any right, or privilege applicable to an officer, partner, employee or agent of Grow Early Learning.
- 13.07 **Contract Amendments:** The Contract may be amended by mutual written consent of the parties. No modifications or amendments to the contract shall become valid unless in writing and signed by both parties.
- 13.08 **Compliance with Law:** Grow Early Learning is a federally funded, non-profit corporation. Individuals and corporations desiring to do business with Grow Early Learning must certify that they have not been debarred from receiving federal funds. By submitting a response to this Request for Proposal, Respondent is certifying that it and its principals:
- Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;
 - Have not within a three-year period preceding this transaction been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State

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antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;

- Are not presently indicted for or otherwise criminally or civilly charged by a government entity (Federal, State, or local), with commission of any of the offenses enumerated in this certification; and
- Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State, or local) terminated for cause or default.

- 13.09 **Access to Documents:** To the extent applicable to this procurement, Contractor agrees to grant access by Grow Early Learning, the Administration for Children & Families, and the Comptroller General of the United States or any of their duly authorized representatives to any books, documents, papers and records of the Contractor, which are directly pertinent to this Contract, for the purpose of making audit, examination, excerpts, and transcriptions.
- 13.10 **Acceptance of Services:** All services furnished under this Contract shall be to the satisfaction of Grow Early Learning and in accordance with the scope of services, terms, and conditions of the Contract.
- 13.11 **Indemnification:** Contractor agrees to indemnify, protect and hold harmless Grow Early Learning and its officers, directors, and employees from and against all claims, damages, losses, causes of action, suits or judgments arising out of, caused by, or resulting from, the provision of services by Contractor pursuant to this Contract, which are caused in whole or in part by any negligent act or omission of the Contractor.
- 13.12 **Force Majeure:** If either Grow Early Learning or Contractor is delayed at any time in the performance of its obligations hereunder by economic industry-wide strikes, fire, unusual delay in deliveries, unavoidable casualties, or other causes reasonably beyond such party's control and which could not have been reasonably anticipated by that party, then the time for performance of such party shall be extended by one day for each day of such delay.
- 13.13 **Non-Disclosure:** Contractor and Grow Early Learning acknowledge that they or their employees may, in the performance of the resultant Contract, come into the possession of proprietary or confidential information owned by or in the possession of the other. Neither party shall use any such information for its own benefit or make such information available to any third person, firm, corporation, or other organization.
- 13.14 **Patent and Copyright:** Contractor shall pay for any royalties, license fees, copyrights or trade and service marks required to provide the services required by this Contract.
- 13.15 **Governing Law:** This Contract shall be construed and governed by the laws of North Carolina.

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EXECUTION OF OFFER

THIS SHEET MUST BE COMPLETED, SIGNED, AND RETURNED WITH RESPONDENT'S PROPOSAL. FAILURE TO SIGN AND RETURN THIS SHEET WILL RESULT IN THE REJECTION OF YOUR PROPOSAL.

1. By signature hereon, Respondent offers and agrees to furnish the products and/or services at the prices quoted and comply with all terms, conditions, and requirements set forth in the Request for Proposal.
2. By signature hereon, Respondent affirms that he has not given, nor intends to give at any time hereafter, any economic opportunity, future employment, gift, loan, gratuity, special discount, trip, favor, or service to a Grow Early Learning employee on connection with the submitted proposal.
3. By signature hereon, the Respondent hereby certifies that neither the Respondent nor the firm, corporation, partnership or institution represented by the Respondent, or anyone acting for the firm, corporation, or institution has violated federal or state antitrust laws, nor communicated, directly or indirectly the proposal made to any competitor or any other person engaged in such line of business.
4. By signature hereon, Respondent certifies that all statements and information prepared and submitted in response to this solicitation are current, complete, and accurate.
5. By signature Respondent certifies that the individual signing this document and the documents made part of the Request for Proposal is authorized to sign such documents on behalf of the company and to bind the company under any contract, which may result from the submission of this proposal.
6. By signature hereon, Respondent certifies it is a small business and/or a minority/female owned business as indicated below. Indicate status if applicable:
 Small Business
 Minority/Female Owned Business
7. By signature hereon, Respondent certifies that no relationship, whether by relative, business associate, capitol-funding agreement or by any other such kinship exists between Respondent and an employee of Grow Early Learning.
8. By signature hereon, Respondent affirms that he has not received compensation for participation in the preparation of the specifications for this Request for Proposal.

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9. By signature hereon, Respondent signifies his compliance with all Federal laws and regulations pertaining to equal employment opportunities.

10. Respondent certifies, by submission of this proposal, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.

Complete the Following

Federal Employer Identification No: _____

If Sole Owner, SS No: _____

If a Corporation, State of Incorporation: _____

Submitted By: _____

(Company Name)

(Authorized Signature)

(Printed Name/Title)

(Date)

(Street Address)

(City, State, Zip Code)

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RESPONDENT QUESTIONNAIRE

Respondents are requested to submit a complete response to each of the listed items below. Responses requiring additional space should be brief and submitted as an attachment to your proposal package. Please reference each response by its item number indicated below.

1. Legal name of the company; years in business; legal structure; and number of employees.
2. Is your company currently in default on any loan agreement or financing agreement with any bank, financial institution, or other entity? If yes, provide details.
3. Provide a customer reference list of at least three organizations for which you have provided comparable services within the past five years.
4. Describe your service support philosophy and how you measure service success.
5. Disclose whether any relationship exists between your company and any Grow Early Learning employee.
6. Describe your organization's capacity to manage and provide the proposed services, including staffing, certifications, licenses, and project responsibilities.
7. Indicate whether your company is small business, minority-owned, and/or female-owned, and identify the certifying agency if applicable.
8. Describe your Avigilon Alta partnership status, certifications, and the number of similar deployments completed across video, access control, and intercom-related solutions.
9. Describe your approach to supporting a geographically distributed, multi-state client environment.
10. Describe how your organization manages onsite dispatch, subcontractors, remote support, and service consistency across multiple states.

Submitted by: _____

(Authorized Signature)

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PRICING SCHEDULE

Respondents should use the pricing framework below or provide a similar format with equivalent detail.

Category	Description	Unit / Basis	Price
Video Hardware	Cameras, mounts, gateways, accessories	Per unit	
Access Control Hardware	Controllers, readers, credentials-related hardware, power supplies, accessories	Per unit	
Intercom / Video Reader Hardware	Intercom/video-reader devices and related accessories	Per unit	
Installation	Labor, cabling, mounting, commissioning, travel, mobilization	Per site / per unit	
Software / Cloud	Alta subscriptions, storage, licenses, cloud services	Monthly / annual	
Managed Services	Monitoring, support, administration	Monthly / annual	
Optional Services	After-hours, expedited response, reporting, additional training	As proposed	

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“Exhibit A. – Mandatory Contract Provisions”

Suspension and Debarment

Grow Early Learning is funded under a grant from the United States Department of Health and Human Services, Administration for Children & Families, Office of Head Start. Individuals and corporations desiring to do business with Grow Early Learning must certify that they have not been debarred from receiving federal funds. By entering into Agreement, Contractor is certifying that it and its principals:

- (1) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;
 - (2) Have not within a three-year period preceding this transaction been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
 - (3) Are not presently indicted for or otherwise criminally or civilly charged by a government entity (Federal, State, or local), with commission of any of the offenses enumerated in this certification;
 - (4) Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State, or local) terminated for cause or default; and
 - (5) Will immediately contact Grow Early Learning upon receipt of any notice of suspension, proposed debarment, or debarment.
- (a) Byrd Anti-Lobbying Amendment: Contractor certifies, to the best of its knowledge and belief, that:
- (1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
 - (2) If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this federal grant, said Contractor shall complete and submit Standard Form-LLL, “Disclosure Form to Report Lobbying,” in accordance with its instructions.

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- (3) The undersigned shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including subcontracts, sub-grants, and contracts under grants, loans, and cooperative agreements) and that all sub-recipients shall certify and disclose accordingly.
- (4) This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.
- (b) Termination for Convenience: Contractor and Grow Early Learning may terminate this Agreement at any time upon the mutual agreement of the parties.
- (c) Termination for Cause: This agreement may be terminated for material breach in accordance with the terms and conditions of this Agreement.
- (d) Clean Air Act and Federal Water Pollution Control. Contractor agrees to comply with all requirements of the Clean Air Act and the Federal Water Pollution Act, and all regulations and guidelines listed thereunder. Contractor shall promptly notify the U.S. Department of Health and Human Services and the regional office of the U.S. Environmental Protection Agency upon any violation of the Acts or their regulations and guidelines.
- (e) Energy Efficiency: Contractor will comply with mandatory standards and policies relating to energy efficiency with are contained in the North Carolina energy conservation plan issued in compliance with the Energy Policy and Conservation Act (42 U.S.C. 6201).
- (f) Record Access: Contractor agrees to make available any books, documents, papers, and records which are directly pertinent to this Agreement for the purpose of making audits, examinations, excerpts, and transcription to the U.S. Department of Health and Human Services, the U.S. Comptroller General, or any other their duly authorized representatives.