

STATE OF OKLAHOMA
CANADIAN COUNTY
FILED OR RECORDED

MAY 26 2020

SHERRY MURRAY
COUNTY CLERK

200292

SA&I 1-4040 (2000)

Canadian _____ County, Oklahoma
COUNTY PURCHASING OFFICE
Canadian _____ County Court House
El Reno _____, Oklahoma
Phone: (405) 295-6125

INVITATION TO BID

PLEASE REVIEW TERMS AND CONDITIONS ON REVERSE
SIDE RELATING TO SUBMISSION OF THIS BID.
Notarized Affidavit completions and signature required on reverse side.

DATE ISSUED
~~5-25-2020~~ 5-26-2020
Page 1 of 2

BID NUMBER #2020-#13 Electronic Key Storage System	BID CLOSING DATE AND HOUR 06-12-2020 at 4:00 pm	REQUIRED DELIVERY DATE SEE SPECIFICATIONS Days after award of Purchase Order
TERMS Net, FOB this bid will open 06-15-2020 during Commissioner's Meeting that begins at 9:00am		DATE OF DELIVERY SEE SPECIFICATIONS

ITEM	QUANTITY	UNIT OF ISSUE	DESCRIPTION	UNIT PRICE	TOTAL
	(1) or more		<p>Canadian County Sheriff Department is seeking bids for Electronic Key Storage System.</p> <p>See Specifications Attached:</p> <p>The Board of Canadian County Commissioners reserves the right to reject any and all bids or to award all or any portion of the items bid.</p> <p><u>The terms & conditions of this document must be completed and returned or the bid will be rejected.</u></p> <p>Contact person: Captain Steve Young 304 N Evans El Reno, OK 73036 (405) 422-3188 ext. 275</p>		\$ Total
<p style="text-align: center;">APPROVED</p> <p>Date: _____</p> <p><i>[Signature]</i> _____ Officer or Department Head</p>					

TERMS AND CONDITIONS

1. Sealed bids will be opened in the Commissioner's Conference Room, Canadian
County Courthouse, 201 N. Choctaw Avenue, El Reno, Oklahoma, at the time and date shown on the
invitation to bid form.
2. Late bids will not be considered. Bids must be received in sealed envelopes (one to an envelope) with bid number
and closing date written on the outside of the envelope.
3. Unit prices will be guaranteed correct by the bidder.
4. Firm prices will be F.O.B. destination.
5. Purchases by Canadian County, Oklahoma, are not subject to state or federal taxes.
6. This bid is submitted as a legal offer and any bid when accepted by the County constitutes a firm contract.
7. Oklahoma laws require each bidder submitting a bid to a county for goods or services to furnish a notarized
sworn statement of non-collusion. A form is supplied below.
8. Bids will be firm until 07-12-2020
(DATE)

AFFIDAVIT: I, the undersigned, of lawful age, being first duly sworn on oath say that he (she) is the agent author-
ized by the bidder to submit the above bid. Affiant further states that the bidder has not been a party to any collusion
among bidders in restraint of freedom of competition by agreement to bid at a fixed price or to refrain from bidding;
or with any state official or employee as to quantity; quality or price in the prospective contract or any other terms
of said prospective contract; or in any discussions between bidders and any state official concerning exchange of
money or other thing of value for special consideration in the letting of a contract; that the bidder/contractor has not
paid, given or donated or agreed to pay, give or donate to any officer or employee of the State of Oklahoma (or
other entity) any money or other thing of value, either directly or indirectly in the procuring of the award of a con-
tract pursuant to this bid.

Subscribed and sworn before this _____ day

of _____, 20 _____

(SEAL)

Firm: _____

My commission expires _____

Signed by: _____ Title: _____
(Manual Signature of Undersigned)

NOTARY PUBLIC (CLERK OR JUDGE)

Address: _____ Phone: _____

City: _____ State: _____

Zip: _____

Please mail sealed bids to:
Canadian County Clerk's Office
Attn: Purchasing
PO Box 458
El Reno, OK 73036

Street Address:
201 N Choctaw Avenue
El Reno, OK 73036

NOTE: Other terms and conditions can be added at the discretion of the county officers.



**Canadian County
Purchasing**

Bid Specifications

Date Issued: May 26, 2020

Bid Number: 2020-#13

Closing Date: June 12, 2020 at 4:00pm

PO Box 458, 201 N. Choctaw Ave., El Reno, OK 73036

Opening Date: June 15, 2020 during the Commissioner's Meeting that begins at 9:00am

Commissioner's Meeting Room, 201 N. Choctaw Ave., El Reno, OK 73036

~ SPECIFICATIONS ~

Electronic Key Storage System / Sheriff

Canadian County Sheriff is seeking bids for Electronic Key Storage System.

Specifications:

See attached specifications

For Information Contact:

Contact: Captain Steve Young

Phone: (405) 422-3188 ext. 275

Hours: Monday – Friday 8:00am to 4:30pm

Address: 304 N. Evans, El Reno OK 73036

If you have any questions or need additional information, please contact:

Krissi Jensen, Purchasing Agent, 405.295.6125

kjensen@okcana.cogov.net

Electronic Key Storage System / Canadian County Sheriff

Canadian County Sheriff is seeking bids for an electronic key storage system.

Specifications:

The Canadian County Sheriff's Office Detention Center has the need to add a system that electronically tracks the issuance and return of all security keys utilized during daily operations. The handwritten log books used today allows for many mistakes to occur during the issuance and return of operational keys throughout the daily operations. An electronic system could provide a quick process to reconcile the key inventory at any given instance.

Provide all equipment, installation of equipment, installation labor and provide employee training in order to upgrade the antiquated processes with new technology used for tracking the operational key inventory.

- A metal container (box) with both biometric and manual access devices.
- Provide the hardware with operating systems installed.
- Provide the software avenues for future systems updates as needed.
- Install the complete system in the detention center to include but not limited to, any equipment needed for said installation, communications wiring, operating program(s), operating system (computer) and all other material needed to complete the installation.
- Provide free onsite training for both the user and administrator for the system once installation is complete.
- Provide warranty and service information.

Contact information:

Captain Steve Young

304 N Evans

El Reno, Oklahoma 73036

(405) 422-3188 ext. 275



**Canadian County
Purchasing**

Affidavit / Proof of Mailing

Date Issued: May 26, 2020

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~ AFFIDAVIT ~

Electronic Key Storage System / Sheriff

State of Oklahoma)

County of Canadian) §

I, Krissi Jensen, Purchasing Agent, in and for said County and State, do hereby certify that "Invitations to Bid" were sent to the following:

Bid Clerk
projects@bidclerk.com

Bid News
projects@isqft.com

ePlan
1400 Forum Blvd. Ste 7B
Columbia, MO 65203

Francis Tuttle Vo-Tech
Attn: Bid Assistance – Judy Robbins
12777 N. Rockwell
Oklahoma City, OK 73142

Online Data Services
5425 Peachtree Parkway NW
Peachtree Corners, GA 30092

Reed Construction Data
30 Tech. Pkwy South, Ste 100
Norcross, GA 30092

Deister Electronic
C/O TerryRose
8576 Wellington Road
Manassas, VA 20109
Terry.rose@deister.com

R.A. Lock Security Solutions
C/O Danie Murray
3570 North Highway 67
Midlothian, TX 76065
daniel.murray@ralock.com

Morse Watchman
2 Morse Road
Oxford, Connecticut 06478
morse@morsewatchman.com

Witness my hand and seal this 26th day of June, 2020.


Krissi Jensen, Purchasing Agent
(SEAL)





**Canadian County
Purchasing**

BID CHECKLIST

Date Issued: May 26, 2020
Bid Number: 2020-#13
Closing Date: June 12, 2020 at 4:00pm
 PO Box 458, 201 N. Choctaw Ave., El Reno, OK 73036
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 Commissioner's Meeting Room, 201 N. Choctaw Ave., El Reno, OK 73036

**TO HELP PREVENT BIDS FROM BEING REJECTED FOR LACK OF COMPLETION
PLEASE CHECK FOR THE FOLLOWING:**

Is the Invitation to Bid Signed and Notarized? _____

Are all applicable spaces filled in? _____

Are all necessary papers enclosed? _____

Is the Bid # and Closing Date on outside of return envelope? _____

Thank You,

Krissi Jensen, Assistant Purchasing Agent