



Request for Information RFI for Radio Frequency Identification Tracking System (PCS# 470000-0028-RFI)

Purpose: The State Board of Higher Education acting by and through the University of Oregon on behalf of University Housing (“University”) is issuing this Request for Information (“RFI”) for the purpose of gathering information about Radio Frequency Identification tracking systems. University is issuing this RFI to expand campus knowledge and understanding of the marketplace in preparation for a possible procurement.

Submittal Instructions: Please address the listed criteria and respond to the questions set forth in Exhibit A of this RFI. Submit the complete response via email, facsimile or U.S. mail to the Department Contact (noted below) by 12:00 P.M. (Pacific Time) on or before April 9, 2014 (“Closing Date and Time”).

Contact: Andre Moran
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General Information: This RFI is not a competitive process. Customized quotes, proposals, bids, or pricing must not be provided. Information about goods or services should be general, and pricing should be ballpark pricing, allowing for a threshold analysis by University for a future competitive process (if any). Please feel free to make suggestions, in addition to responding to the criteria and questions set forth in Exhibit A. Information obtained as a result of this request will be used for planning purposes only. Please note that this RFI may or may not lead to a competitive procurement.

Vendors may be invited to make a presentation to the evaluation committee for the purpose of demonstrating system functions or to clarify information contained within the RFI response.

This RFI does not constitute a solicitation or an offer of a contract by University. Responses will not bind respondent to University (or University to respondent) contractually or monetarily or in any other way.

Responses to this RFI will be retained by University for a required retention period and made a part of a file or record that will be open to public inspection. If a response contains any information that is considered a “trade secret” under ORS 192.501(2), respondent must mark each page containing such information with the following legend: “TRADE SECRET.”

The Oregon public records law exempts from disclosure only bona fide trade secrets, and the exemption from disclosure applies “unless the public interest requires disclosure in the particular instance.” Non-disclosure of documents or any portion thereof or information contained therein may depend on official or judicial determinations made pursuant to law. An entire response to this RFI marked as “TRADE SECRET” is unacceptable, and the response will be deemed available for disclosure to the public.

Responses to this RFI will not be returned. University will not provide any comments, documentation or other type of response regarding the results of its review.

EXHIBIT A
RFI for Radio Frequency Identification Tracking System
(PCS# 470000-0028-RFI)

SCOPE OF INQUIRY

Required Criteria: Please address the following criteria in your response:

- University Housing is requesting information for the procurement and maintenance of a Radio Frequency Identification (RFID) tracking system for residence hall student room and lounge furniture used in residence halls. This system will be used to track and maintain furniture inventory used in individual student rooms and common areas such as lounges, classrooms, and study spaces.
- System to provide accurate knowledge of the current inventory with the ability to sort by database fields. Potential database fields would include: furniture type (bed, desk, dresser, etc.), bed type (75 or 80 inches length), manufacturer, purchase date, purchase price, warranty date, residence hall, room number, status, condition, comments, etc.
 - Scenario 1 (Preferred) – UO employee able to walk through a lounge or down a hallway of a residence hall (without entering the bedroom) with a hand held scanner that would take inventory of all tagged furniture and instantly update inventory in the database with an alert to any changes from the prior scan.
 - Scenario 2 – UO employee enters each room (size ranges 125 – 250 square feet) with a hand held scanner, takes inventory of all tagged furniture in the room from a distance, and instantly updates inventory in the database with an alert to any changes from the prior scan.

University Questions: Please consider the following questions in your response:

TAGS:

1. For each scenario above, describe the high level solution recommended.
2. Do the required tags have a power source?
3. If yes, how long does the power source last? Is the power source commercially replaceable?
4. Describe the tracking process for the tags.
5. At what distance can the tag be read from?
6. Can the RFID tags be encoded with data? What is the process for this?
7. How much and what type of information can a tag hold? Provide an example.

READERS:

1. Describe the most likely reader solution (hardware and software)
2. How would the tag information be read?
3. How long does the reader power source last? Is the reader power source commercially replaceable?

SOFTWARE:

1. What software is required?
2. How is the software installed, operated and maintained?
3. How is the software licensed?
4. Describe or illustrate interface.

COST:

1. What is the general price range for implementing the system? Price range should include tags, readers, software, installation cost and other relevant costs.
2. What is the general price range for support and maintenance on the system for the first 5 years?

HEALTH RISK:

1. Are there any health risks to this solution the University should be aware of in a residence hall environment?

SUPPORT & MAINTENANCE:

1. What support / maintenance of both the hardware and software is required and/or recommended?
2. What is the useful life of the system?

IMPLEMENTATION:

1. Describe a typical implementation in terms of resources and timeframe required.
 2. Please speak to the adaptability of the system in a residential hall setting.
 3. What customization, if any, would you foresee?
- What other equipment is required to operate this system? Please describe.
 - Address any known issues or limitations of potential system solutions.