

**Grant County, Wisconsin  
Orchard Manor  
Upgrade Egress Doors and Upgrade Wander Management Project  
Request for Proposal**

**Description**

Orchard Manor of Grant County, Wisconsin (the County) is requesting proposals from qualified door access and wander management professionals (Partner) to quote, install, and service all aspects of the delayed egress and wander management upgrade project at Orchard Manor Nursing Home, as presented below. The installment and service of door access and wander management must include submittal and approved from Wisconsin Department of Health Services, Division of Quality Assurance.

The objective of the upgrade to egress doors and wander management is to ensure safety of the resident populations served at Orchard Manor of Grant County.

This project is for Orchard Manor Nursing Home located at 8800 US Hwy 61, Lancaster, Wisconsin 53813 built in 1993. Orchard Manor is a two story wood framed building with a partial basement.

**Scope of Service**

- Partner must have offices and employed technicians located within 200 miles of the County community to ensure prompt service response, if needed.
- Partner must install and service the delayed egress and wander management upgrade project with its own employed and certified technicians. Subcontract or outsourced relationships for the installation and long-term servicing of the project are not acceptable.
- Partner must be able to dispatch its employed technicians for emergency service at request of County 24/7/365.
- County reserves the right to consider any alternates proposed, and it shall be the sole discretion of County whether they are acceptable or not.
- Partner must prepare and manage, through approval, the State of Wisconsin submittal process for Department of Health Services, Division of Quality Assurance related to any submittals needed for approval of the delayed egress and wander management at the doors. This includes preparation, review and approval with County and submittal to the State of the correct WI Plan Approval Application, necessary associated Plan Approval related drawings and equipment documentation.
- Partner will be responsible for all permits and legal fees associated to Department of Health Services submittal.
- Partner will be responsible for Electrical engineer costs needed for the project.
- Price is a primary consideration; however, not the only one County reserves the right to choose the best solution in its own discretion.
- All network wiring needs to be run by Partner to the nearest IT- IDF room, and it will be terminated by Grant County maintenance/IT.
- If Partner runs any Category 6 cable (Cat 6) wire, it will run by Grant County IT specifications.
- All Partner network traffic needs to traverse the County corporate network

- All Partner IT equipment needs to follow Grant County Standards. For example: all servers need to be a VM or physical servers need to have storage and power redundancy
- All Partner master passcodes and credentials for installed systems needs to be documented with the County Maintenance or Information Technology departments.
- Vendor will supply all “As Built” diagrams and documentation after system install.

### **Project Outcomes**

- The total project is 23 doors of which 5 are egress, 9 are Wander guard, and 9 are interior maglock doors.
- No wiring may touch HVAC or other equipment above ceiling tiles.
- Delayed egress doors and wander management system must integrate with existing PremiSys door software, see below for specifications.
- Delayed egress doors and wander management system must integrate with existing PremiSys door software and current nurse call system, Jeron Nurse Call installed in 2010, and be able to integrate with a new (2025) Nurse call system potential hard-wired and/or wireless systems
- Delayed egress sounder alerting approximately at every door.
- Current delayed egress controller and mag lock shall be reused where appropriate when in working condition.
- Doors which do not currently have positive latching shall have a proper crash bar installed to provide for positive latching. Crash bars to be integrated with Accutech LS2400 system on doors identified by County.
- At the eight (8) current doors and (1) one new door on 600 wing identified by County the Accutech LS2400 wander management solution shall be installed to provide alerting and to prepare for these wander management doors to be integrated with a future nurse call system to allow for mobile alerts to staff, resident ID, loiter alarming, etc.
- Accutech to be integrated with door locking hardware to provide for “Tag Detect” mode which will lock the door if a tagged resident enters the field.
- Accutech wander management shall be installed and programmed to work independent of the current access control system utilizing keypad bypass and reset.
- Extra sounders to be installed and integrated into each Accutech LS2400 door so that tone for wander management can be delineated from delayed egress alarming.
- Accutech LS2400 alerting shall be audible from the nurse station and continuous until staff physically go to the door in alert and check the alarm condition. Once all is determined to be safe- staff shall reset the system using keypad.
- Fire rated hardware shall be installed on door #12 as this is a fire rated door.
- County would like all unused door system wiring and controls to be removed given to County by the completion of the project.
- County would like a professional recommendation for door #13.
- Grant County Maintenance staff, Orchard Manor Administrator, County IT and HIM/HIPAA Director (or designees) must be educated on the full function of the egress doors and the wander management systems.

### County Responsibilities:

- County will be responsible for plugging door controls into emergency power.
- County needs to confirm that its access control system has two access control relays available at each door which can be programmed.
- County will need to coordinate with its electrician to have power connected to power supplies.
- County will need to coordinate with its fire system provider to provide and program a fire alarm relay within 3 feet of appropriate power supplies.

### Specifications:

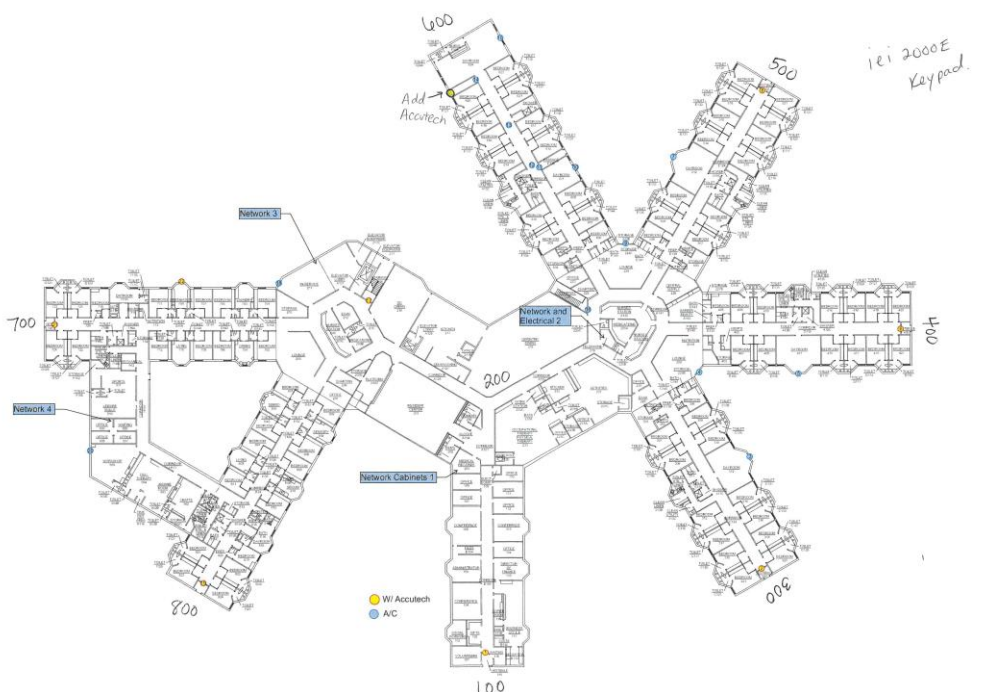
#### Wander management

- Must be Accutech Resident Guard LS2400 (see attached specifications)
- Accutech is from Franklin, WI 53132
- This product will be installed on 9 doors as outlined below in map.
- LS2400 must be installed per manufacturer specifications.
- LS2400 must be tested at the completion of the project to ensure.

#### Door System

- PremiSys door software; PremiSys Pro, Client and Service Version 4.9.126. Database-SQL Server, 15.0.2000.5, RTM, Standard Edition (64-bit), GCSQL\GCSQL. Computer Properties- OM13653, Microsoft Windows NT 6.2.92000.0, 12<sup>th</sup> Gen Intel.

#### Map of Orchard Manor, (document attached in pdf)



**Current Wander guard doors**

The current wander guard system at County is the Accutech Resident Guard LS1400. There are currently 8 wander guard doors. We would like to add one more door to 600 wing. Total of 9 wander guard doors for this project. All existing doors will upgrade to Accutech Resident Guard LS2400.

**Current Wander guard doors:**

<b>#</b>	<b><u>Description</u></b>
1	100 wing end door
2	300 wing end door
6	400 wing end door
8	500 wing end door
NEW	600 wing end door *NEW
21	700 wing end door
19	800 wing end door
17	Employee entry/ Time clock door
22	In-service classroom exterior door

**Current Egress doors & functions:**

Total of 14 interior & exterior doors

<b><u># of door</u></b>	<b><u>Description</u></b>	<b><u>Width/Height</u></b>	<b><u>Future function</u></b>	<b><u>Positive Latching</u></b>
3	312 Dayroom	42.5" x 83"H		Add
4	228 Lounge	42.5" x 83"H		Add
5	411 Dayroom	42.5" x 83"H		Add
7	512 Dayroom	42.5" x 83"H		Add
9	224 Lounge	42.5" x 83"H		Add
10	611 Dayroom	42.5" x 83"H		Add
11	600 Passage	42.5" x 83"H		Add
12	600 wing hallway	44" x 84" H		Add
13	600 wing hallway	44" x 84" H	Remove maglock, take out and holes repair to fire door standard	
14	600 wing end hallway	42.5" x 83"H		Add
15	624 Dayroom	42.5" x 83"H		Add
16	200 wing Stairway	42.5" x 83"H		
18	211 In-service	42.5" x 83"H		Add

20	905 Workshop	42.5" x 83"H		Add
22	In-service classroom	42.5" x 83"H		Add

### **Timeline**

Thursday, January 23, 2025 Onsite visit time available, promptly at 1p.m. at entry of Orchard Manor, 8800 US Hwy 61, Lancaster, WI 53813, to end at approximately 2p.m.

Wednesday, February 19, 2025 Emailed or sealed proposals due by 5 p.m. to [aerdenberger@co.grant.wi.gov](mailto:aerdenberger@co.grant.wi.gov) and [gpluemer@co.grant.wi.gov](mailto:gpluemer@co.grant.wi.gov)

Wednesday, March 12, 2025 Award of contract by the County/Farm Committee

### **Point of Contact**

Grant County issues this RFP for Orchard Manor of Grant County. County Administrator is the Owner, Nate Dreckman, [ndreckman@co.grant.wi.gov](mailto:ndreckman@co.grant.wi.gov).

Orchard Manor Administrator is the owner representative and point of contact for Grant County during this RFP process:

Alesha M. Erdenberger  
Orchard Manor Administrator  
8800 US Hwy 61  
Lancaster, WI 53813

Phone: (608) 723-1689  
Email: [aerdenberger@co.grant.wi.gov](mailto:aerdenberger@co.grant.wi.gov)

Potential respondents are expected to raise any questions, exceptions, or additions they have concerning the RFP document prior to the submission of the proposal. RFP questions may be submitted via email or mail. All questions submitted by mail must be marked "Questions for Upgrade for Egress Doors and Wander Management RFP." Questions submitted via email must have a subject line of "Questions for Upgrade for Egress Doors and Wander Management RFP."

If a potential respondent discovers a significant ambiguity, error, conflict, discrepancy, omission or other deficiency in the RFP, the vendor should immediately notify the above of such and request modifications or clarification of the RFP document. Any such notification must be in writing.

Any clarification or corrections to the RFP will be made to all vendors to whom this RFP was directly submitted, and any additional respondents who request them in writing.

### **Proposal Form and Specification**

Each proposal shall be in writing or electronic form and contain the following information and shall be arranged in the order shown below. Grant County will require an electronic copy of the proposal. A respondent who submits a proposal that does not address each of the sections described below may be disqualified from consideration.

1. Transmittal Letter: Letter introducing vendor as well as pertinent information such as address, phone, fax numbers, and primary contact information. An authorized agent of the firm must sign the letter.
2. Description of firm: History, size, and expertise in the field.
3. Submit resumes for all individuals who will perform the work on this project including the nature and extent of previous work in similar projects. Identify the manager of this project.
4. List at least three (3) references of other clients, preferably counties, for whom the respondent has performed like services, including name, address, contact person and telephone number and general scope of services provided.
5. Describe the basic services to be provided and a timeline and date of completion.
6. List and describe any controversies and lawsuits in which your firm is or has been involved during the past five years.
7. Describe any area of expertise which you believe uniquely qualifies your firm for this project.
8. Provide a detailed and all-inclusive cost proposal for the services described in the Description and Scope of Services sections of the RFP. This proposal shall delineate each component of the project and include travel, supplies, and administrative costs in the total. Include a “not to exceed” amount for all services. Costs for the egress doors and the wander management should be stated separately.

### **Submittal of Proposal**

**Proposals** must be submitted by the due date to the Orchard Manor Administrator, Alesha Erdenberger [aerdenberger@co.grant.wi.gov](mailto:aerdenberger@co.grant.wi.gov) AND Grant County Maintenance, Garry Pluemer, [gpluemer@co.grant.wi.gov](mailto:gpluemer@co.grant.wi.gov) either in a sealed envelope/package and labeled “Upgrade Egress Doors and Upgrade Wander Management Project” or **via email** with a subject line of “Upgrade Egress Doors and Upgrade Wander Management Project.”

Please request a read receipt or request confirmation of receipt of your proposal to ensure receipt. Orchard Manor or Grant County will not reimburse for costs associated with submitting proposals and attendance at respondent interviews.

To the extent permitted by law, it is the intention of Grant County to withhold the contents of the proposals from public view until such times as competitive or bargaining reasons no longer require non-disclosure in the opinion of the County. At that time, all proposals will be available for review in accordance with Wisconsin Open Records Law.

### **Selection Criteria**

Grant County will consider the following in making its selection:

- Background/expertise and qualifications
- Organization capability to complete the service in a timely manner
- Scope of service proposed
- References
- Cost of Proposal

Grant County reserves the right to reject any and all proposals in its sole discretion, and to negotiate the terms of the contract, including the contract amount, with the selected respondent(s) prior to entering into a contract.

If none of the proposals are deemed acceptable, Grant County reserves the right to seek additional proposals after the proposal date. The successful respondent will be required to comply with all Equal Opportunity laws and regulations as well as all other federal, state, and local regulations.

Payment for services rendered by Partner according to a schedule agreed upon and specified in the service contract or engagement letter.

Payment will be made from invoices according to the county's normal approval and payment procedure.

**Invoices shall be mailed directly to: Orchard Manor Attn: Alesha Erdenberger, 8800 Hwy 61, Lancaster, WI 53813**

Background Information Grant County is located in southwest Wisconsin, covers approximately 1,169 square miles and has an estimated population of 51,999.

The County employs approximately 550 employees, including full-time, part-time, limited-term, and seasonal. County operations include a 74-bed skilled nursing facility and a 25-bed intermediate care facility, which is County. The other departments of Grant County are the highway department, a law enforcement agency, a state circuit court system with two branches, a health department, a social services department, an aging and disability resource center, and other government related functions.

Additional information about Grant County or is available at the County's website at [www.co.grant.wi.gov](http://www.co.grant.wi.gov)

Additional information about Orchard Manor is available on the website <https://orchardmanor.co.grant.wi.gov/>