



**KENT STATE**  
UNIVERSITY  
**Procurement Department**

**REQUEST FOR INFORMATION AND QUALIFICATIONS #2044 (“RFI”)**

**RFI #2044:** Sim Lab Equipment for the College of Nursing at Henderson Hall, Kent Campus  
**DATE OF ISSUE:** Tuesday, June 16, 2026  
**RESPONSES DUE:** Monday, July 6, 2026, no later than 4:30 PM Eastern

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Responses must be received electronically through DynamicForms. No other submission method will be accepted, unless otherwise disclosed in the Instructions and Specifications to this RFI. The confirmation of receipt of your response must be noted as “Signed” no later than the “Responses Due” date and time specified above. The Forms History of your DynamicForms account will also note the date and time of your proposal submission. Responses submitted after the “Responses Due” date and time specified above may, in the University’s sole discretion, be rejected.

Responses are to be submitted in accordance with the enclosed Response Instructions and Specifications. There will not be a formal proposal opening.

The Kent State University Procurement Department shall at all times reserve the right to reject any or all Responses if doing so is deemed to be in the best interests of Kent State University.

Questions pertaining to any specifications contained herein should be directed to:



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**1.0 RFI TIMELINE** (Subject to change by the University in its sole discretion.)

- **Tuesday, June 16, 2026:** RFI issued
- **Monday July 6, 2026, 4:30 PM Eastern:** Responses due via DynamicForms submission; distribution of responses received and evaluations to begin the following **Tuesday, July 7, 2026**
- **Week of July 6, 2026:** Evaluation of responses received; follow-up questions sent to select respondents AND/OR selection and scheduling of finalists for presentations/interviews, if necessary.
- **TBD:** Issuance of RFP to short-listed RFI respondents, if necessary

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## **2.0 OVERVIEW OF KENT STATE UNIVERSITY AND THE COLLEGE OF NURSING**

**Overview of Kent State University:** Kent State University is classified as an R1: Doctoral Universities – Very High Research Activity institution under the Carnegie Classification of Institutions of Higher Education. This designation reflects the university’s scale, research output, and doctoral education activity.

Kent State University operates an eight-campus system serving nearly 41,000 students systemwide. The Kent Campus, which houses the university’s central administration and primary procurement operations, enrolls approximately 26,000 students, including undergraduate, graduate, and professional populations. The university supports a significant residential student population and provides academic, research, healthcare, housing, dining, athletic, and auxiliary services across its campuses.

Kent State University includes the following facilities relevant to procurement and contract performance:

- Kent Campus (Kent, Ohio): Main campus and administrative headquarters
- Seven Regional Campuses across Northeast Ohio
- College of Podiatric Medicine (Independence, Ohio)
- Urban and Professional Academic Centers (Cleveland, Columbus, and New York City)
- International Academic Sites in Florence (Italy) and Geneva (Switzerland)

Kent State University offers more than 430 academic programs spanning certificate, associate, bachelor’s, master’s, doctoral, and professional degrees. Academic programs are organized into ten (10) colleges and one independent school, supporting a broad range of instructional and research activities. As an R1 research institution, Kent State conducts high-volume sponsored research, supports advanced laboratories and data environments, and requires vendors to meet elevated standards for security, reliability, compliance, and performance.

The university serves a diverse student body, including international students from more than 100 countries, creating operational requirements related to accessibility, data protection, logistics, and global engagement.

Kent State University sponsors nineteen (19) NCAA Division I varsity athletic teams competing in the Mid-American Conference (MAC), including Football Bowl Subdivision (FBS) football. Athletics and campus life operations contribute to procurement needs across facilities, equipment, events, health, wellness, and support services.

As a public institution, Kent State University conducts procurement in accordance with:

- State of Ohio competitive solicitation requirements
- Public transparency and records-retention laws
- Ethical standards and audit requirements

The university seeks vendors with demonstrated experience in:

- Public-sector or higher-education contracting
- Multi-year and performance-based agreements
- Regulatory, data security, and cybersecurity compliance
- Scalable and sustainable service delivery

Kent State University represents a large, complex, research-intensive public university customer with systemwide operational needs. Vendors responding to this RFP should be prepared to support multi-campus environments, comply with public-sector requirements, and operate as long-term institutional partners.

For more information about Kent State, visit [www.kent.edu](http://www.kent.edu).

**Overview of the College of Nursing:** Celebrating our more than 50-year history as an institution providing exceptional nursing education in Northeast Ohio, Kent State University College of Nursing is positioned to meet the growing demands of healthcare worldwide.

We offer a wide range of programs, from the BSN to the Ph.D. in nursing. With small class sizes, access to expert faculty, clinical experiences at leading healthcare organizations, and state-of-the-art simulation labs, students gain valuable experience online, in the classroom, and in their future practice settings.

The baccalaureate degree program in nursing, master's degree program in nursing, Doctor of Nursing Practice program, and post-graduate APRN certificate program at Kent State University are accredited by the Commission on Collegiate Nursing Education, 655 K Street, NW, Suite 750, Washington, DC 20001, 202-887-6791.

For more information about Kent State's College of Nursing, visit [www.kent.edu/nursing](http://www.kent.edu/nursing).

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### 3.0 REQUEST FOR INFORMATION AND QUALIFICATIONS SPECIFICATIONS AND INTENT

#### SUMMARY

The Kent State University College of Nursing will be renovating a portion of the second floor to build out a new suite of simulation labs. We are looking for a remote observation software/solution to be able to observe students performing medical practices from a remote location. The system will be used for recording and viewing students perform their simulations. Not only will it be used for recording, but it will also be used for playback for faculty to watch and evaluate the student’s performances. The project will potentially be observing/ covering fourteen (14) rooms and needs to have at least two (2) camera angles and a microphone to hear and capture the in-room audio for each of the fourteen (14) rooms. The system will have faculty access needed along with local IT access to support the faculty and student users.

#### PURPOSE

The purpose of this Request for Information (RFI) is to acquire information and qualifications from experienced vendors, manufacturers, and service providers for the procurement, installation, integration, and support of healthcare simulation equipment for the College of Nursing located in Henderson Hall.

This RFI is being issued for informational and planning purposes only. The University may use the information received through responses to this RFI to refine a subsequent solicitation and may, but is not obligated to, invite one or more respondents to participate in a future Request for Proposals (RFP) process. Based on responses to this RFI, the University intends to invite two or more “short-listed” respondents to submit proposals pursuant to a formal Request for Proposals (RFP) for the supply, implementation, and ongoing support of simulation equipment and related technologies (“RFP Phase”).

The intent of the RFP Phase will be to establish a long-term partnership for the provision, maintenance, and advancement of simulation-based learning systems that support the educational mission of the College of Nursing. Information on the RFP Phase is provided for informational purposes only—formal proposals are NOT required in response to this RFI.

#### SIMULATION SYSTEMS REQUIREMENTS

##### Simulation Requirements:

- 1) Must be able to record audio and video in real time
  - a. Must be able to alter assignment details after recording
- 2) Should be able to annotate
- 3) Must be accessible by all faculty via web or application
  - a. Needs to be able to be viewable by students
- 4) Must be able to grade student videos
  - a. Rubrics must be fully customizable
  - b. University personnel can assign as many points or answer choices as desired
- 5) Cameras need to be able to pan and zoom
- 6) Need to be able to capture patient monitor screen
- 7) System must allow at least two (2) cameras and one (1) microphone per simulation room

##### Not required but would be beneficial:

- 1) Ability to check in students to auto start recordings
- 2) Scheduling of student simulations and setup with case details
- 3) Scheduling room usage
- 4) Inventory of simulation equipment.
- 5) Ability to start and stop multiple recordings from one location, synchronously

**IT/Networking Requirements:**

- 1) Should have no physical equipment in the room. Microphones and cameras are acceptable.
- 2) Should have no proprietary connections. Must use common cabling.
- 3) The vendor should be able to provide and manage the AV switches for the observation platform or allow local IT to manage the switches.
- 4) Must fit within a single or two (2) rack mount server racks.
- 5) Local IT at KSU College of Nursing must have access for user creation and password resets.
- 6) Must be able to be hardwired.
- 7) SSO integration for student and faculty accounts is required.
  - a. SAML or OpenID
- 8) System must contain various user roles with various perm levels.
- 9) One (1) data jack per server on institution network.
- 10) Must be able to work with local IT and networking teams to satisfy all remote and traffic ports required by the application and hardware.
- 11) System must send data to repository for storage / user access.
- 12) Systems should have a backup job or the ability to recover data/videos in the event something happens to a recording.

**RFI RESPONSE REQUIREMENTS**

Respondents are invited to provide information and qualifications addressing some or all of the following:

**Request for Information:**

- 1) Description of proposed simulation equipment solutions, including high-fidelity mannequins, task trainers, virtual/augmented reality systems, audiovisual capture systems, and related technologies, to support nursing education and clinical training;
- 2) Description of how the proposed solutions align with the mission of the College of Nursing at Henderson Hall and support the needs of students, faculty, and the regional healthcare workforce;
- 3) Preliminary approach to space planning, equipment layout, and integration within existing or planned simulation labs at Henderson Hall;
- 4) Preliminary implementation approach, including delivery, installation, integration, and training;
- 5) Description of system scalability, interoperability, and ability to support future expansion of simulation-based learning programs;
- 6) Anticipated educational benefits, including enhanced student learning outcomes, clinical competency development, and program competitiveness;
- 7) Any additional information or narrative.

**Request for Qualifications:**

- 1) Primary company and point of contact information;
- 2) Description of respondent's experience with:
  - a. Healthcare simulation equipment and technologies
  - b. Simulation labs in higher education or clinical training environments
  - c. Projects involving colleges/universities or public entities
  - d. System integration, installation, and ongoing support services
- 3) Examples of comparable completed projects;
- 4) Experience providing training, maintenance, and technical support for simulation systems;
- 5) Organizational overview and qualifications;
- 6) References: Provide names, addresses, and contact information (phone number and email address) for references from the previous five years, along with a brief description of your relationship. References may include higher education institutions, healthcare organizations, project partners, or other relevant clients. By providing these references, you expressly consent to the University contacting such persons;
- 7) Any additional information or narrative.

**RFP Phase (provided for informational purposes only):**

The RFP Phase will invite qualified “short-listed” respondents selected through the RFI to submit detailed, implementable proposals for the provision, installation, and support of simulation equipment for the College of Nursing at Henderson Hall.

Proposals must:

- 1) Build upon concepts identified during the RFI phase and demonstrate a clear, feasible path toward implementation, integration, and long-term operational success;
- 2) Include a proposed implementation plan, project timeline, and staffing approach for installation, training, and support;
- 3) Fully describe the overall costs and pricing structure, including equipment, software, warranties, service agreements, and optional enhancements;
- 4) Identify lifecycle costs, maintenance requirements, upgrade pathways, and long-term support strategy;
- 5) Clearly describe system performance capabilities, user training, technical support, and sustainability considerations.

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#### 4.0 RFI INSTRUCTIONS

- 1) **Instruction and Information:** In order to receive consideration, companies responding to this RFP are required to submit their proposal electronically through DynamicForms. No other submission method will be accepted, unless otherwise disclosed in the RFP Instructions and Specifications. The confirmation of receipt of your response must be noted as “Signed” no later than the “Proposals Due” date and time specified above. The Forms History of your DynamicForms account will also note the date and time of your proposal submission. Proposals submitted after the “Proposals Due” date and time specified above will be rejected.
- 2) **Forms 1 through 9 must be completed, dated, and signed by a responsible company official, in addition to the information requested of your company.**
- 3) **It is the responsibility of the respondent to ensure that all required documentation arrives on time and at the designated location. Any submissions received after the stated date and time, or those that do not contain the required information as enumerated above, will be considered incomplete and unresponsive, and will be disqualified.**
- 4) **Specifications:** The specifications set forth in this RFI have been written to address the manner in which responses to this RFQ will best suit the University’s needs. Additional information may be shared with respondents who are selected by the University to continue to the RFP Phase.
- 5) **Additional Information:** In the event that information submitted by the respondent is unclear to the University, the University may request additional explanation from the respondent for the purpose of evaluation and decisions. The respondent shall answer requests for additional information or clarification in writing, and these responses will become part of the company’s overall submission. Respondents failing to provide adequate information on any issue in a timely manner to allow a comprehensive evaluation by the University shall be considered unresponsive, and their submission subject to rejection.
- 6) **Verbal Information:** Respondents shall NOT base responses on verbal information from any employee of the University from the date and time the RFI is received by the respondent, unless otherwise noted elsewhere in the RFI.
- 7) **Evaluation and Contract Award:** Refer to Section 5.0 below for detail.
- 8) **Respondent Presentations:** Respondents submitting qualifications and letters of interest which meet the selection criteria and which are deemed to be the most advantageous to the University may be required, as set forth below, to give an oral presentation to the University selection team. Scheduling of these oral presentations will be done by the Procurement Department.
- 9) **Reservation of Rights:** The issuance of this RFI does not constitute a commitment to issue a Request for Proposal, award a contract, or pay any costs incurred in preparation of a response to this RFI. In the event that the University determines, in its sole discretion, to not move forward with any responses to the RFI, the University shall have the right to: (i) cancel the RFI and the selection process outlined below; (ii) issue a new RFI, an RFP, or other process to seek qualified applicants; (iii) to provide the services itself; or (iv) to use another process in order to select a desired tenant for the Conference Center.
- 10) **Valid Submissions:** Submissions will be considered valid for a period of one hundred-twenty (120) days after the scheduled due date, unless otherwise noted.
- 11) **Proprietary Information Disclosure; Public Records:** All responses and accompanying documentation will become the property of the University at the time responses are opened. All submitted materials may be subject to disclosure under the Ohio Public Records Law (ORC 149.43). If you choose to submit documentation containing information your company considers trade secret, please be aware that the University may have a duty to release the documentation in response to a public record request. If you wish to claim that certain information

contained in the materials is trade secret, your company bears the burden of identifying that information, as well as taking steps to demonstrate that it is subject to protection under the law.

- 12) **Dun and Bradstreet Data:** The University reserves the right to request data from Dun and Bradstreet concerning history of company's financial and payment statistics. Responses from companies failing to provide the requested data to Dun and Bradstreet will not be considered.
- 13) **Use of Designs:** Respondent agrees that it will keep confidential the features of any equipment, tools, gauges, patterns, designs, drawings, engineering data or other technical or proprietary information furnished by Kent State University and use such items only in the performance of any agreements resulting from this RFI and not otherwise, without the prior written consent of the University. Upon demand or completion of resultant purchase order, the respondent shall return all such item(s) to the University at the expense of the respondent, or make other disposition thereof as may be directed or approved by the University.
- 14) **Finding for Recovery; Debarment:** Ohio Revised Code Section 9.242 prohibits any vendor who has been debarred by any state agency to participate in any contract during the debarment period. Further, respondent represents and warrants that it is not subject to an unresolved finding for recovery under ORC Section 9.24 and is not under any suspension or debarment by any office of the state of Ohio or the federal government.
- 15) **Campaign Contributions:** Respondent hereby certifies that all applicable parties listed in Division (I)(3) or (J)(3) of O.R.C. Section 3517.13 are in full compliance with Divisions (I)(1) and (J)(1) of O.R.C. Section 3517.13.
- 16) **H.B. 476, State Contract and Boycotting:** Pursuant to R.C. 9.76(B) respondent represents and warrants that it is not boycotting any jurisdiction with whom the State of Ohio can enjoy open trade, including Israel, and will not do so during the contract period.

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## 5.0 RFI EVALUATION CRITERIA

### Evaluation Criteria

A committee of University stakeholders will be assembled to evaluate statements of qualifications and make a recommendation to the Dean of the College of Nursing on respondents that the committee deems qualified to proceed to the RFP Phase.

The evaluation will be based upon the qualifications provided in response to this RFI, additional information requested by the University for clarification, information obtained from references and independent sources, and oral presentations, if requested and any addenda to this RFI, if issued. The University will select respondents whose qualifications are determined to be the most advantageous to the University, taking into consideration qualifications of the respondent and the nature and requirements of the response.

Notwithstanding the above, this RFI does not commit the University to proceed to the RFP Phase, or to enter into any agreements or described in this document. The University reserves the right to reject any or all responses and to waive formalities and minor irregularities in the responses it receives.

### Rights and Options Reserved

The University reserves the right, but shall not be required to, exercise the following rights and options with respect to the evaluation process under this RFI:

- To reject any submissions if, in the University's sole discretion, the submission is incomplete, not responsive to the requirements of this RFI, the respondent does not meet the qualifications required of this RFI, or it is otherwise in the University's best interest to do so;
- To supplement, amend, substitute or otherwise modify this RFI at any time with or without issuing another RFI;
- To reject the submission of any respondent that, in the University's sole judgment, is financially or technically incapable of performing the project or is otherwise not a responsible respondent;
- To waive any informality, defect, non-responsiveness and/or deviation from this RFQ and its requirements that is not, in the University's sole judgment, material to the submission;
- To permit or reject at the University's sole discretion, corrections (including for information inadvertently omitted), of submission by some or all of the respondents following qualifications submission;
- To request additional or clarifying information or more detailed information from any respondent at any time, before or after qualifications submission, including information inadvertently omitted by a respondent;
- To inspect and otherwise investigate projects performed by the respondent, whether or not referenced in the qualifications, with or without the consent of or notice to the respondent;
- To conduct such investigations with respect to the financial, technical, and other qualifications of each respondent as the University, in its sole discretion, deems necessary or appropriate.

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