

North Spencer County School Corporation

REQUEST FOR PROPOSAL (RFP)

Issue Date: 1/15/15

Network Infrastructure Upgrade

The purpose of this Request for Proposal (RFP) is to solicit sealed proposals to establish a contract through fair and competitive negotiations for Network Infrastructure upgrades. The goods and services requested in these documents are part of the E-Rate filings for the North Spencer Co School Corporation for the 2015 funding year.

Further information can be found at the USAC Website www.universalservice.org.

The specific filing is 470 application #**888560001284033**. The vendor must provide their E-Rate Service Provider Identification Number (SPIN) number on proposal in order to be eligible for consideration.

BACKGROUND

CABLE RUNS AND RACKS:

- North Spencer Co School Corporation will be adding 2- Cat6 cable runs to 69 locations in the district. Vendor must use Panduit certified - 15 yr warranty cabling and jacks. All cabling, patch cords and jacks must be RED in color. Vendor will be responsible for termination, testing and certification reports.
- If an access point exists in the room, vendor will need to move it from its current location to the new Cat6 run and mount it. All access points are to be labeled with MAC address, port on patch panel and closet location.
- The last part of this project will include indoor/outdoor fiber runs from Heritage Hills High School Industrial Tech MDF to the Football Press Box, Concession stand, and Coaches Office. Also need to install an indoor/outdoor fiber run from Heritage Hills Middle School MDF to the Baseball Press Box. Corning fiber patch panels or equivalent recommended. Vendor will be responsible for termination, testing and certification reports.

ACCESS POINTS:

- North Spencer Co School Corporation will be adding 20 Ruckus Access Points to their existing network at Heritage Hills High School. The following items will be needed:
 - **ZF7372 DUAL BAND11N MIDRANGEAP w/o adapter - qty 20**
 - **Partner Premium Support for ZoneDirector 20 AP License Upgrade**
 - **ZD 3000 Lic Upg for addl 20 ZF Aps**
- This project does NOT need to include installation services, installation of said equipment will be performed by the on-site IT Staff and in partnership with the Corporation's out sourced IT Services Company.

SWITCHES/MODULES:

<u>High School</u>			
Closet	Part #	Qty	Description
MDF	J4859C	2	HP X121 1G SFP LC LX Transceiver
MDF		2	9µm Single Mode LC-LC Duplex 3-Meter fiber patch cable
Maintenance	J9772A	1	HP 2530-48G-PoE+ Switch
Football Press.		1	9µm Single Mode LC-LC Duplex 1-Meter fiber patch cable
Football Press.	J9774A	1	HP 2530-8G-PoE+ Switch
Football Press.	J4859C	1	HP X121 1G SFP LC LX Transceiver
Industrial Arts		1	9µm Single Mode ST-LC Duplex 3-Meter fiber patch cable
<u>Middle School</u>			
Closet	Part #	Qty	Description
MDF		1	9µm Single Mode ST-LC Duplex 3-Meter fiber patch cable
Baseball Press.		1	9µm Single Mode LC-LC Duplex 1-Meter fiber patch cable
Baseball Press.	J9774A	1	HP 2530-8G-PoE+ Switch
Baseball Press.	J4859C	1	HP X121 1G SFP LC LX Transceiver
<u>Totals</u>			
	Part #	Qty	Description
	J4859C	4	HP X121 1G SFP LC LX Transceiver
	J9772A	1	HP 2530-48G-PoE+ Switch
	J9774A	2	HP 2530-8G-PoE+ Switch
		2	9µm Single Mode LC-LC Duplex 3-Meter fiber patch cable
		2	9µm Single Mode LC-LC Duplex 1-Meter fiber patch cable
		2	9µm Single Mode ST-LC Duplex 3-Meter fiber patch cable

- This project does NOT need to include installation services, installation of said equipment will be performed by the on-site IT Staff and in partnership with the Corporation's out sourced IT Services Company.

VENDOR REQUIREMENTS:

- Vendor is responsible for providing their own man lifts where needed. Core drilling is the responsibility of the vendor where needed. Fire caulking must be included where needed. Exposed cables need to be in a wire mold or EMT. Vendor is responsible for permit if needed for boring work. **Vendor must provide a BICSI RCDD to oversee the project. The RCDD number will be required when you pick up the bid packet.**
- A Pre-Site Survey is required to bid on this project and a packet of detailed instructions will be given out to each bidder. Those packets can be picked up from the Supt Office at 3720 E. State Rd 162, Lincoln City, IN 47552 Monday-Friday from 8 AM - 3 PM. **No bids will be accepted without a Pre-Site Survey.**
- A Post-Site Survey is required after completion of all work to ensure nothing was missed. Vendor will be responsible for termination, testing and certification reports.
- Arrangements for a Pre-Site Survey may be submitted to Karen Kippenbrock, Technology Director, through email karen@five-startech.com. Answers to questions may be shared with other vendors if necessary to provide clarification to the RFP process.

DUE DATE

Proposals will be received in the North Spencer Co School Corporation Administration Building at the following address 3720 E. State Rd 162, Lincoln City, IN 47552 until 2 o'clock (2:00 p.m.) EST Friday, February 13, 2015. Proposals will be opened and publicly acknowledged at the hour of two o'clock at the North Spencer Co School Corporation Administration Building. The North Spencer Co School Corporation Board of Education reserves the right to reject any or all bids.

Instructions to Proposers

The North Spencer Co School Corporation and all proposers must adhere to and abide by the regulations set by Indiana Code and E-Rate Guidelines.

E-Rate

The RFP is requesting Category 2 equipment and services to be subsidized under the Universal Services ERate Program for Schools and Libraries. No purchase order will be issued, no installation will occur and no services will be provided until approval of the Form 471 application that is issued as a result of the proposals being submitted in response to this request. No administrative charges related to the USAC method for invoicing (SPI or BEAR) will be accepted.

This project is subject to funding availability and may be contingent upon E-Rate funding commitment.

Evaluation - Procedures for Evaluation

North Spencer Co School Corporation will utilize, but is not be limited to, the following criteria in reviewing and scoring the bids.

Weighted Evaluation Criteria Point Structure:

Price - 30

Technical Merit - 20

Service & Support Terms - 15

Installation - 10

Service Provider's Years of Experience in Designing and Implementing Proposed Service - 10

The School Corporation's Experience with Service Provider - 15

Total – 100

Forms Included:

Form #1 – Proposer Information Form

Form #2 – Reference Form

Form #3 – Collusion Declaration

Form #4 – Proposer Certification

Disclaimer:

The Proposer shall indemnify, keep and hold harmless the North Spencer Co School Corporation, its officers, employees and agents against all injuries, deaths, losses, damages, claims suits liabilities, judgments, costs and expenses, of whatever kind, including but not limited to attorney's fees, which may accrue against the school corporation, its officers employees and agents arising out of, as a result of, or in consequence of the acts of omissions of the Proposer in furtherance of the contract, including acts or omissions of the Proposer's employees, subcontractors, agents or officers, in the performance of the work covered by the contract.

This RFP implies no obligation on the school corporation to accept any proposal or response submitted.

The school corporation reserves the right to award a contract to a single overall proposer for all services, or make awards on the basis of individual services or group of services, whichever shall be considered by School Corporation to be most advantageous or to constitute its best interest.

The proposal must guarantee performance sufficient to fulfill the needs of the district as requested within the RFP.