

GEORGE COUNTY SCHOOL DISTRICT

Request for Proposal E-Rate 2014-2015 - Wireless Infrastructure Project

The Members of the Board for George County School District will accept sealed bids up to 1:00 p.m. on Wednesday, March 18 , 2015 for wireless infrastructure projects for our schools. Specifications may be obtained at the Superintendent's Office or by calling Lisa L Glass at 601-947-6993 ext 2078 or emailing a request to lisa.glass@gcsd.us. You will also find Specifications for this request located on the George County School District website at www.gcsd.us. The sealed bid envelope should have Bid Proposal for Wireless Infrastructure Projects written on the outside of the envelope.

Submit Proposals To:

Technology Department
Attn: Lisa L Glass
5152 Main Street
Lucedale, MS 39452
or
lisa.glass@gcsd.us

All prospective bidders must attend a mandatory pre-bid conference at 10:30 a.m. March 11, 2015 and a building walkthrough afterward. The pre-bid conference will be held at the George County School District - Central Services Office located at 5152 Main Street, Lucedale, MS 39452.

REQUEST FOR PROPOSALS (RFP)

George County Schools (GCSD) is seeking proposals to engage a contractor to submit proposals for the purchase, installation, configuration, and management of a Wireless (WiFi) network for the eight campuses and three offices of the George County School District.

- The purchase of this item is dependent upon the George County School District receiving approval through the Federal E-Rate program. No purchase will be approved before such approval is received and no purchase will be made without such approval. Even after approval the district may decide not to proceed with the purchase. The School Board reserves the right to accept or reject any and/or all proposals and waive any irregularities.
- The project will be scheduled at a time that does not interfere with instruction, e.g., After hours, Summer Break, or as approved by the School District.
- George County Schools will review all responsive proposals and determine the successful proposal based on the fee proposed and the equipment's ability to meet expectations.
- All data found in this RFP and associated documents are considered to be confidential information. Further, data gathered as a result of meetings and walk-through visits is considered to be confidential information. This confidential information shall not be distributed outside of organizations directly related to the contractor without expressed, written approval. Further, all data submitted by prospecting contractors will be treated as confidential and proprietary; it will not be shared outside the vendor-evaluation committee.
- If other factors in the quote evaluation are equal, preference will be given to vendors listed on the State of Mississippi EPL. EPL vendors must provide EPL and line numbers for equipment quoted.
- Bids will include the costs of configuration, installation, maintenance, management, and one year of service including complete installation and integration with the existing network where necessary. All equipment included in vendor's proposal must be new equipment purchased from an authorized reseller. No grey market, third party, or used equipment will be considered. Prices quoted in the vendor's response will remain in effect for a period of twenty-four (24) months from the time of the contract signing.

Quote Submittals:

1. Each quote is to list all labor, material, and hardware costs in an itemized fashion. The detail is to include itemized unit pricing, cost per unit, and extended prices for each of the material and hardware components as well as the specific labor functions.
2. There is also to be a scope of work provided that details all of the functions to be provided by the contractor for the project.
3. Quotes will be submitted to:

Technology Department

Attn: Lisa L Glass
5152 Main Street

Lucedale, MS 39452

or
lisa.glass@gcsd.us

Requirements for Submission:

- Signed Pages 5, 6, and 7.
- This project is based on receipt of E-Rate funding. Vendor agrees to all E-Rate requirements, invoicing, and payment terms. The District will not be obligated to anything unless and until a purchase order has been issued. Even if funding is approved, the GCSD may not seek to proceed due to other factors as determined by the school district.
- GCSD is seeking a 36, 48, or 60 month agreement, to allow for the E-Rate funding process.
- Vendors must be a certified partner with the manufacturer.
- Quotes must include warranty for one year after installation.
- All parts must be new in the original manufacturer's packaging.
- Each firm will submit three itemized quotes:
 - o The first will contain listing of parts that are eligible under E-Rate.
 - o The second will be everything that is ineligible. Each firm is required to ascertain what is and is not eligible.
 - o The third will be all managed WiFi costs broken down by E-Rate eligible and non-eligible.
- All quotes must be received by 1:00 pm on **March 18, 2015**.
- Quotes must include all necessary related equipment to include but not limited to interconnects, licensing, shipping, delivery, etc.

Other Considerations

The George County School District welcomes proposals that may not meet these specifications exactly. However, such proposals must explain in detail how the alternate proposal will meet the general specifications of this RFP and why the district should consider such an alternate. The bidder is responsible for proving information that the alternate items bid equals or exceeds the specifications. Only such alternates will be considered.

Questions

Questions must be submitted to the email address at lisa.glass@gcsd.us. If a response is not received within 24 hours, it is the responsibility of the respondent to call Lisa L Glass, Technology Coordinator for George County School District, at 601-947-6993 ext 2078 to confirm receipt of the question. All questions and responses will be posted within 24 hours.

All prospective bidders must attend a mandatory pre-bid conference at 10:30 a.m. March 11, 2015 and a building walkthrough afterward. The pre-bid conference will be held at the George County School District - Central Services Office located at 5152 Main Street, Lucedale, MS 39452.

All wireless equipment must meet or exceed the following requirements.

Wireless Access Point Requirements:

George County School District is looking to architect this district using the most advanced technology currently available on the market. With the intent to be able to use the selected products for minimally 5-years, George County School District expects the respondents to respond with the intent of allowing George County School District to use the selected equipment for as much as 7 to 10-years. It is strongly encouraged that all versions of recommended product consist of the most current product lines available – not versions of older technology that simply have new or revised components. Non-Compliance, which will be subjective only by George County School District evaluators, will result in a non-contestable disqualification and immediate elimination from consideration.

1. The equipment for bid should be capable of scaling to support coverage and density for BYOD, BYOT and 1 to 1 initiatives in the future.
2. Vendor proposals must provide all the necessary electronic components needed to provide wireless access to the school system LAN. This includes but is not limited to Access points, Power over Ethernet devices, Cabling, etc.
3. Vendor must have highly qualified engineers with experience in the IT field working with school districts. Installation and configuration must be performed by an equipment manufacturer certified engineer or direct engineer of the Wi-Fi manufacturer to ensure proper installation and configuration. None of the work may be subcontracted. Proposal must include copies of certifications and resumes for all engineers who will be responsible for installation and ongoing support.
4. Engineering staff must be geographically located and generally available to respond onsite to problems within a reasonable time (within 6 hours) of problem notification. Resumes must also include the city/state of residence for the Wi-Fi certified engineers plus years' experience in the field and with the company. Proper installation and availability of ongoing onsite support is important to George County School District.
5. Vendor must provide a site survey, at no cost to George County School District, to ensure precise device placement and interference analysis. Vendor must perform manual channel plans in dense areas and include drawings of each location with device placement. Survey drawings must be submitted with the proposal response, along with a demonstration of proposed product. School Maps and other requested information will be provided at the time of this survey.
6. Vendor must include cost of array installation/configuration and provide operation and configuration training for 4 members of the school system technology staff.
7. The George County School District currently has approximately 92 Wireless Access Points. All new equipment should be the same, equal to, or compatible with these AP's and should be integrated into the new system, as well as the current Wireless system.
8. The school system must be supplied at least 1 copy of all product documentation to include specification sheet, maintenance manuals, programming manuals, and end user pamphlets/guides.

SITE VISIT INFORMATION FORM

(Type or Print ONLY)

(Vendors should bring this completed form to the site visit)

NAME OF COMPANY	
ADDRESS OF HOME OFFICE	
CITY OF HOME OFFICE	
STATE OF HOME OFFICE	
COUNTY OF HOME OFFICE	
9 DIGIT HOME OFFICE ZIP	
PHONE # OF HOME OFFICE	
Federal EIN	
DUNS Number	
SPIN number	

CONTACT Name _____

CONTACT Phone Number _____

CONTACT Email Address _____

By signing below, I acknowledge that the prices listed on this sheet are the prices being bid for this project and that I understand that portions of this Project may be funded from E-RATE Funds. This project is subject to funding availability and contingent upon E-RATE funding. My signature certifies that I agree to all E-Rate requirements, invoicing and payment terms.

Having examined the specifications, my firm agrees that if my proposal is accepted by the George County School District, my firm will accept an order at the prices proposed and these prices will remain in effect until the order is complete. Prices proposed are on items as specified or of equal quality, unless so indicated. I understand that I may be required to remove items delivered to the school district at my cost and refund the cost of said items, if they do not meet specifications.

Signature of Authorized Representative

Company

Typed Name and Title

Address

Phone Number

City, State, Zip

Fax Number

Email address

BID WORKSHEET

(THIS DOCUMENT MUST BE THE TOP PAGE OF YOUR SUBMISSION)

**MUST FILL IN THE TOTAL PRICE FOR THE ENTIRE ELIGIBLE PORTION OF THE PROJECT BELOW AND
LABEL AND SIGN EACH SHEET.**

PROJECT TOTAL PRICE _____

Amount eligible for ERATE _____

References- Should be references of similar projects in an educational setting or similar project.

Name of Client / Company	
Contact Name	
Contact Phone Number	
Contact Email Address	
Description of project	

Name of Client / Company	
Contact Name	
Contact Phone Number	
Contact Email Address	
Description of project	

Name of Client / Company	
Contact Name	
Contact Phone Number	
Contact Email Address	
Description of project	