

**Meridian School District
Request for Proposal MSDVOIPPBX2010**

Multi-Site VOIP PBX Solution for 200+ connections

ARTICLE 1 - DEFINITIONS

1.1 A Request for Proposal (RFP) is the form used by the Meridian School District (District) to solicit competitive basis quotations for furniture, supplies, equipment and building improvement repairs per RCW 28A.335.190.

1.2 A Respondent is a sole proprietor, partnership or corporation who submits a Quote.

1.3 A Quote is a complete and properly signed and returned RFP Quote Form or attachments that meet Quote Form with additional information as requested in the RFP.

ARTICLE 2 - REPRESENTATIONS

2.1 Each Respondent by making its Quote represents that:

1. They have read and understand these Instructions, the RFP and its Quote is made in accordance.
2. Its Quote is based upon the equipment and vendor solution required by the RFP, without exception.
3. Failure of the Respondent to fully acquaint itself with any applicable condition or matter shall not in any way relieve the Respondent from the responsibility for performing in accordance with and for the sum provided in the RFP.

ARTICLE 3- SUBSTITUTIONS

3.1 Equivalent - See Specifications - Article 7

ARTICLE 4 - QUOTE PROCEDURE

4.1 Form and Style - Quotes shall be on the RFP. All blanks on the RFP shall be filled in by typewriter or ink. Each copy of the RFP shall include the legal name of the Respondent and be signed by the person legally authorized to bind the Respondent to its offer.

4.2 Submission of Quotes - The Quote and any other documents to be submitted with the Quote shall be enclosed in a sealed envelope identified with the Quote Title and Number and the Respondent's name. Responses may be mailed or hand delivered to:

Meridian School District #505
Attention: Joe O'Brien

214 West Laurel Road
Bellingham, WA 98226

Quotes will be accepted until 1:00 PST. Friday July 9th, 2010

Questions regarding this RFP may be addressed to Mr. Joe O'Brien, Information Services Manager at Meridian School District. Telephone: 360-398-7111, FAX: 360-398-8966, E-mail: jobrien@meridian.wednet.edu.

ARTICLE 5 - CONSIDERATION OF QUOTES

5.1 Properly identified Quotes received on time will be publicly opened and made available for public review.

5.2 The District intends (but is not bound) to award the Quote on basis of the lowest responsible Respondent meeting the District's evaluation criteria, provided the Quote has been submitted in accordance with the requirements of the RFP, and does not exceed funds available. The District may consider some or all of the following evaluation criteria:

1. Cost / Price
2. Vendor's ability, capacity and skill to perform the contract.
3. The character, integrity, reputation, judgement, experience, and efficiency of the prospective vendor.
4. Experience with complex, multi-site installations of NEC.
5. Vendor Support

The District has the right to waive any informality or irregularity in any Quote received and to accept the Quote or parts of the Quote which, in its judgment, is in its own best interest. District is also seeking a multi-year contract with voluntary extension. Note willingness to a multi-year contract and extended date of contract.

5.3 The District shall have the right to reject any or all Quotes for any reason or no reason, to reject a Quote which is any way incomplete or irregular.

ARTICLE 6 - TERMS AND CONDITIONS

6.1 Shipping Cost – shall include all shipping costs to Bellingham, WA.

6.2 Sales Taxes – the District is subject to Washington State sales taxes and all local, state and federal taxes should be included and disclosed in the quote.

6.3 Non-Discrimination - The respondent shall fully comply with all federal, state and local laws, regulations and ordinances pertaining to nondiscrimination, equal employment and affirmative action.

ARTICLE 7 – SPECIFICATIONS

7.1 Respondent Qualifications: To be considered for award of this Quote the Respondent must be an Authorized Dealer for Products Requested.

7.2 Description of Desired Services: The District seeks a vendor solution to mirror an existing contracted installation (listed below) of a NEC Univerge SV 8100 (or equivalent and compatible) for following three new locations and connecting all three locations to the Meridian High School site.

1. Meridian High School (including District Office, Maintenance/Transportation and Parent Partnership buildings), 100 IP Lines + 5 Analog Fax/Modem, 24 channel in-bound PRI and 2 Analog in-bound lines.
2. Meridian Middle School, 55 IP Lines + 2 Analog Fax/Modem and 2 Analog in-bound lines.
3. Ten Mile Creek Elementary School, 45 IP Lines + 2 Analog Fax/Modem and 2 Analog in-bound lines.

A contracted installation has been schedule with a separate vendor for an installation of the following equipment for the Irene Reither Primary School (IRPS) under an E-Rate contract:

NEC Univerge SV 8100 Digital/ VOIP Phone Server.

(1) CHS2U-US Basic chassis

(1) SV8100 64 IP PACKAGE comes w/ 64VOIP License ports / 64 digital system ports Standard/chassis

(1) PZ-BS10 expansion chassis bus interface blade card for CPU from one chassis to another

(1) PZ-BS11expansion chassis bus interface blade card for CPU from one chassis to another

(1) CD-16DLCA digital station card (16 ports)

(1) CD-4COTB Central Office card w/ Caller ID

(1) CD-PRTA T-1 card

(1) CD-LCA Single line/ analog devices

(1) CHS2U Joint bracket kit Joining chassis together

(2) CHS2U rack mount kit

(1) PZ-ME50-US Daughter Board mount for the CPU for flash memory expansion

(3) INSTALLATION CABLES MOD-8-25 Hydra cables

(1) LK SYS-UPG FM-65-256 PORT EXPANSION CARD

(1) LK-SYS-IP TERMINAL LICENSES 4 LICENSES

(2) LK-SYS-IP TERMINAL LICENSES 8 LICENSES

(1) LK-SYS-IP TERMINAL LICENSES 32 LICENSES

(1) LK-SYS-NETLINK 1 -LIC

(1) MNT SV8100 PREMIUM SW 64 PORT Software expansion

Telephones

ITL 12D-1 VoIP TELEPHONE W/ DISPLAY AND SPKR W/ 4 LINE DISPLAY

ITL 24D-1 VoIP TELEPHONE W/ DISPLAY AND SPKR W/ 4 LINE DISPLAY

ITL 6D-1 VoIP TELEPHONE W/ DISPLAY AND SPKR W/ 4 LINE DISPLAY

Labor, Installation and configure system and training. 5YR HARDWARE 1 yr labor WARRANTY

Please include line item cost for each solution item and include shipping and State/Local Tax. Please include Service Rates and Policies with quote.

7.3 Length of Contract: The contract term will be through June 31st, 2011.

7.4 Costs: The respondent will quote make and model ID of product as well as written product description in a spreadsheet type format of items bid including quantity of product, individual unit cost, total line item product cost, Tax, Subtotal of each proposed solution such as Servers, Licensing, Installation, Non-E-Rated items such as handsets to present proposed network solution in outlined categories of work and identify Installation cost to be performed for each category of work and Tax for subtotals.

7.5 Note warranties for components quoted.

7.6 References: A minimum of two current users of respondent's services.

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This signed form must accompany the quote along with product specifications including make and model.

The Undersigned declares that the only persons or parties interested in this Request for Proposal are those named therein, that this RFP quote is in all respects fair and without fraud, that it is made without collusion with any official or representative of the District, and that the quote is made without any connection or collusion with any person submitting another quote on this contract.

The Respondent states that it has the ability and means to provide the requested equipment in a timely manner and to perform all deliveries for the following sum: For each of the below bid items, attach itemization with details of make and model of items.

All items per specification for VoIP PBX	<u>Subtotal Pricing (including sales tax)</u>
a. PBX Equipment MHS:	\$ _____
b. PBX Equipment MMS:	\$ _____
c. PBX Equipment TMCE:	\$ _____
d. Installation	\$ _____
e. ITL 12D-1 VoIP TELEPHONE (as specified)	\$ _____
f. ITL 24D-1 VoIP TELEPHONE (as specified)	\$ _____
g. ITL 6D-1 VoIP TELEPHONE (as specified)	\$ _____

Proposal # **MSDVOIPPBX2010**

Name of Firm: _____

By (Signature): _____

Title: _____

Address: _____

City: _____ State: _____ Zip: _____

Telephone: _____ E-mail: _____

