

Baldwin-Whitehall School District

Request for Proposal

Student and Teacher Chromebooks



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Baldwin-Whitehall School District Request for Chromebooks Proposal

The Baldwin-Whitehall School District seeks proposals on 1:1 device initiative for between 350 and 700 student Chromebooks and between 130 and 300 teacher Chromebooks. This is to provide students with the tools necessary in the 21st century world to collaborate and be in a more engaged student. The Chromebook allows easy access at WiFi hotspots or at home to the internet and access to other G Suite tools enriching the learning process. The Baldwin-Whitehall School District 1:1 Chromebook program's goal is to provide services to the district that will support Baldwin-Whitehall School District's vision of collaborative education serving the needs over the next five years.

1. Overview of the Baldwin-Whitehall School District

The Baldwin-Whitehall School District operates and administers technologies, and related support services for education to the public students from K-12. The Baldwin-Whitehall School District serves 3 municipalities in the suburbs of Pittsburgh, Pennsylvania including Baldwin Borough, Whitehall Borough, and Baldwin Township.

The current shared technologies and services administered and supported by Baldwin-Whitehall School District include:

- 1:1 program with Chromebooks (2,300) at our high school & middle school
- 4,300 students and 300 faculty
- Management of 1,600 PCs and laptops for students and faculty.
- Management of 750 tablets and iPads for students and faculty.
- Electronic collaboration system(s) including Google Apps for Education.
- Wide Area Network connecting 5 school buildings, and 2 non-instructional facilities. School buildings are connected to central administration at 20 Gbps, and the 2 non-instructional facilities connected at 1Gbps. Local Area Network linking a total of 29 closets between the 7 buildings and connecting a wide variety of devices to the Internet.

2. Background of network

Baldwin-Whitehall School District acquires, maintains, and manages the network that interconnect the district. Network responsibilities include:

- Internet access for all faculty and students computers.
- Internet filtering on all faculty and students computers as mandated by CIPA and the E-rate funding.
- Design and ongoing management of high speed and high availability network to link all points of service.
- Our district has a wireless network that is designed to support both secure access

as well as free public WiFi.

- Management of network service providers including contract negotiation, billing, service level management, and repair management.
- Design and consulting support for local networks.
- File storage and reliable data backups.

In 2014, Baldwin-Whitehall School District purchased a core switch to serve as the core link for all buildings in the district. The Wide Area Network (WAN) link consists of (2) 10Gbps links to educational buildings, and 1Gbps to the non-instructional buildings.

In 2017, Baldwin-Whitehall School District purchased a firewall with a single 10Gbps uplink to our ISP, 10Gbps uplink for network, and 10Gbps uplink to our DMZ.

Between 2015 and now wireless has been replaced to allow 802.11 AC wave 2 in the secondary buildings and 802.11 N/AC in the primary buildings.

3. Services Requested

We require that the vendor will provide an avenue at no cost for initial troubleshooting on products including DOA (Dead on Arrival) and other major issues with devices. When provided with the serial number, product number, spare part number, or other information from the device where/when the problem that has happened, the vendor will handle the RMA process for the device. We do not request onsite diagnostics and troubleshooting with a vendor's technician.

4. General Requirements

Baldwin-Whitehall School District is looking for bids on the following models with the anticipated quantities:

1. (Between 350 and 750) Asus C202 Chromebooks - Student Chromebooks
2. (Between 130 and 300) 15" Chromebooks - Staff 15" Chromebooks
3. (Between 130 and 300) 15" Touchscreen Chromebooks - Staff 15" Touchscreen Chromebooks
4. (Between 480 and 1,050) Google Management Licenses
 - a. Bidders must submit their proposed contract with the bid response and must certify understanding that all services and terms of the final contract will be negotiated.
 - b. Bidders must make known the terms of agreements or those dependencies the bidder has with any third party that could potentially prevent them from providing the products and/or service levels being proposed.
 - c. The Baldwin-Whitehall School District will consider partial bids and reserves the right to unbundle any or all proposals and award multiple contracts based on price, availability, and products when, in Baldwin-Whitehall School District's judgment, it best serves the district. The Baldwin-Whitehall School District reserves the right to seek additional or fewer quantities than provided in this RFP.

- d. This RFP is made without any previous agreement with any other person, firm or corporation making a bid for the same purpose, and is in all respect fair and without collusion or fraud.
- e. The Baldwin-Whitehall School District reserves the right to alter or cancel the Baldwin-Whitehall School District Request for Chromebook Proposal at any time.
- f. The Baldwin-Whitehall School District reserves the right to reject any and all proposals for any reason.
- g. Proposals submitted in response to this RFP shall become the property of Baldwin-Whitehall School District. Baldwin-Whitehall School District will share all proposals with internal staff and board members. All proposals received shall remain confidential or released only when Baldwin-Whitehall School District is legally required to do so.

5. Proposal Process

- a. Proposal Delivery
 - a. **RFPs should be submitted no later than 4:00 PM ET on March 13, 2019.**
 - b. In an effort to limit the impact on our natural resources, we ask that all RFPs be submitted via email to: dgreen@bwschools.net and bdurica@bwschools.net.
- b. For questions or comments regarding this RFP process or the RFP documents, please submit your questions or comments in email. You may submit requests for information and/or clarification in writing until 12:00 PM Wednesday, March 13, 2019. If it becomes necessary for Baldwin-Whitehall School District to revise any part of this RFP, or to provide clarification or additional information after the documents are released, Baldwin-Whitehall School District will post addendums to the district website located here: <https://www.bwschools.net/our-district/district-departments/business/rfp>

Please submit questions via email to: dgreen@bwschools.net and bdurica@bwschools.net.

- c. This RFP is referenced by its internal RFP number: 24680. This application number should be included in the subject line of all inquiries and RFP submissions.

d. Proposal Preparation Instructions

I. Cover Letter (maximum 1 page)

II. Proposal Summary

Please summarize your response and your company's qualifications. Additionally, you may use this section at your discretion to articulate why your company's products and services are uniquely suited for enterprise networking.

III. Services Requested

Response to the goals outlined under section Services Requested. These include:

- To refresh devices for the current 1:1 Chromebook initiative for the

Baldwin-Whitehall School District. This program is currently estimated to require a minimum of 480 devices. The total number of Chromebooks will be finalized at time of contract signing, as quantities and locations may change.

- Additional features and functionality of proposed products that enhance the delivery of existing or new services. (As Options)
- Documentation supporting the estimated life cycle of proposed products and product families, warranties and maintenance contracts, and any other information that would support an ongoing replacement program.
- The plan for equipment must include new, not refurbished or remanufactured equipment
- Documentation supporting the estimated life cycle of proposed products and product families, warranties and maintenance contracts, and any other information that would support an ongoing replacement program.

IV. Cost Proposal

Pricing tables must be included for services as proposed by the vendor.

Additionally, the cost proposal should address the following points:

- Vendors should provide separate pricing schedules for each component you are responding to: Student Chromebooks, Staff Chromebooks - 15 inch, Staff Chromebooks - 15 inch Touchscreen and Google Management Licenses. **It is the Baldwin-Whitehall School District's expectation that proposed prices will be honored throughout the term of a negotiated agreement.**
- Vendors may choose to respond to partial or complete solutions. The Baldwin-Whitehall School District welcomes cost-effective alternatives to products or designs which the vendor deems to be worthy of consideration. In cases where an alternative is being suggested, we request that you provide the rationale for the alternative.
- Please list all one-time charges and fees, such as for installation.
- Please describe your preferred pricing strategy for the products and services you would propose.
- Please list any optional or supplementary products or services you are proposing and the benefit to the Baldwin-Whitehall School District, and how they would be priced.
- Please indicate the assumptions you used to develop the pricing strategy, or any other part of your proposal.

V. Requirements

Response to each of the terms and conditions identified in the section
General Requirements

VI. Client References

The Baldwin-Whitehall School District would like 3 references from the vendor. Please supply the following information for each reference:

- Name of company.
 - Number of employees.
 - Contact name and phone number.
 - Approximate number of locations.
 - Approximate number of computers.
 - Vendor products currently in use.
- e. **Basis of Award** - Awards will be granted to the most cost-effective solution(s) that best meet the goals of a developing network equipment replacement program. Price will be the most heavily weighted factor, but not the sole factor in evaluating proposals. Other factors of consideration may include, but are not limited to service scalability, reliability, management capability, industry position, and flexibility of terms and arrangements. The customer does not guarantee any award of contract by submitting a RFP.
- f. The Baldwin-Whitehall School District will not be liable in any way for any costs incurred by Vendors in the preparation of their proposals in response to this RFP nor for the presentation of their proposals and/or participation in any discussions or negotiations.
- g. Vendors must submit proposals that are complete, thorough and accurate. Brochures and other similar material may be included, but should be relevant to the RFP.