

**ST. TAMMANY PARISH SCHOOL BOARD
COVINGTON, LOUISIANA**

**REQUEST FOR PROPOSALS ON
ENTERPRISE BACKUP SOLUTION 2022**

1. The St. Tammany Parish School Board will receive written proposals until 3:00 PM on Tuesday, April 12, 2022. All proposals shall be either hand delivered or sent via registered or certified mail, UPS or FedEx with a return receipt requested to the St. Tammany Parish School Board Office located at 321 N. Theard Street, Covington, Louisiana 70433, in a sealed envelope clearly labeled on the outside: “REQUEST FOR PROPOSALS ENTERPRISE BACKUP SOLUTION 2022 – RFP #151”. All proposals arriving after the above date and hour will be returned unopened to the proposers.
2. Proposals may be also submitted electronically at www.centralbidding.com.
3. You may find related proposal materials including detailed specifications necessary to complete your Request for Proposal at www.centralbidding.com and/or www.stpsb.org/bids.
4. The St. Tammany Parish School Board Office located at 321 N. Theard Street, Covington, LA 70433 is currently closed to the public per Louisiana Governor’s Proclamation Number JBE 2020-30. Proposals will be received in the drop box on the South side of the School Board Office (23rd Avenue). The drop box will be checked at 3:00 PM on Tuesday, April 12, 2022. Proposals should be hand delivered, registered or certified mail, UPS or FedEx to this drop box or submitted electronically.
5. An original, six (6) copies and an electronic copy (i.e., flash drive, USB drive, CD, etc.) of the proposal shall be submitted. The enclosed Proposal Information Form must be completed and returned with your proposal (ATTACHMENT A). **Proposals submitted without this form will be considered “non-responsive.”** All costs associated with developing, preparing, copying, and participating in the proposal process are entirely the responsibility of the proposer. The St. Tammany Parish School Board will not in any way be responsible for any costs incurred by prospective proposers.
6. The attached STPSB Contract Addendum (ATTACHMENT B) must be completed and submitted with your proposal. **Proposals submitted without this form may be considered “non-responsive.”**
7. The attached Affidavit (ATTACHMENT C) must be fully executed, notarized, and submitted with your proposal. **Proposals submitted without this form will be considered “non-responsive.”** The original fully executed form must be received in our office by 4:00 PM on Monday, April 18, 2022.

8. Proposals submitted will be evaluated by a committee consisting of at least three (3) members. During the evaluation process, the evaluators may, at their discretion, request any one or all firms/individuals to make oral presentations. Such presentations will provide firms with an opportunity to answer any questions the evaluators may have on a firm's proposal. Not all firms may be asked to make such oral presentations.
9. Proposals should be prepared in a concise and economical manner; and need not contain any special bindings, materials, promotional materials, et cetera. Proposal emphasis should be given to completeness and clarity of content.
10. The following, at a minimum, shall be included utilizing the same format and order of major headings as defined:
 - 1) Executive Summary
 - 2) Company Profile
 - 3) References
 - 4) Product Information
 - 5) Proposal Implementation Requirements (project must be complete prior to expiration of existing contract June 17, 2022)
 - 6) On-going Support Services
 - 7) Terms and Conditions
 - 8) Cost Quotation (including the table for annual renewal cost)
11. The specifications do not claim to include every possible piece of equipment or software that may be necessary. Vendors are obligated to inform the STPSB and include in the response, any components that may be necessary for a successful and complete solution.
12. The successful bidder must be authorized by the Secretary of State to do business in Louisiana pursuant to applicable law. Documentation of such authorization must be provided.
13. The successful bidder(s) shall furnish a Certificate of Insurance within fifteen (15) calendar days following award but prior to start of service. Certificate shall provide for 30-day notice of cancellation, specifically name St. Tammany Parish School Board, its officers, and/or officials as additional insured, and:
 - a. Comprehensive General Liability - \$1,000,000.00 combined single limit. Coverage to include premises, operations, contractor's protective liability, products and completed operation, contractual liability.
 - b. Comprehensive General Automobile Liability Insurance with minimum limits of Bodily Injury – Each Person \$1,000,000.00, Bodily Injury – Each Occurrence \$1,000,000.00, Property Damage – Each Occurrence \$1,000,000.00. Coverage shall be written to include all owned, non-owned and hired vehicles.

- c. Workers' Compensation - State of Louisiana, Employer's Liability, Statutory requirements \$1,000,000.00. Provide waiver of subrogation in favor of the St. Tammany Parish School Board.
- 14. In accordance with Revised Statute 38:2237 A(9), the School Board may reject all proposals when it is deemed that such action is in the best interest of the School Board.
- 15. Questions regarding this RFP will be accepted until Thursday, April 7, 2022 at 4:00 PM via email to at questions@stpsb.org.
- 16. Questions concerning RFP submittal may be directed at the Purchasing Department at purchasing@stpsb.org or via telephone at (985) 898-3224.



FRANK J. JABBIA
Superintendent

St. Tammany Parish Public Schools

Request for Proposal (RFP) #151

Enterprise Data Backup
Solution 2022

1.1 Introduction

The St. Tammany Parish School Board (STPSB) is requesting an enterprise data backup solution offering multi-level administration of content. The backup solution must be able to backup, compress, and deduplicate all data that is currently backed up on a daily basis. The STPSB requires the enterprise backup solution to store a minimum of 3 years of data. The STPSB must have the ability to restore and recover from lost or missing files and disaster recovery situations.

The STPSB currently utilizes a Barracuda Backup Appliance model 1090 with 85 TB of storage on premises with an additional 40 TB of offsite storage.

The STPSB is seeking a vendor that has broad and demonstrated experience with solutions similar in size to the STPSB. The STPSB invites you to submit a response for solutions that satisfy the specifications in this request.

1.2 Instructions to Vendors

It is requested vendors keep their responses concise and to the point, while still providing a complete response to the request. The selection committee will review each response in relation to the evaluation criteria listed in this Request for Proposal (RFP).

The enclosed Proposal Information Form must be completed and signed by a company official duly authorized to sign proposals/contracts (see Attachment A).

The attached STPSB Contract Addendum (Attachment B) must be completed and signed by an authorized company official.

The attached Affidavit of Compliance (Attachment C) with Section 889(a) of the Fiscal Year 2019 National Defense Authorization Act must be completed, notarized, and returned with your proposal.

All attachments, **A-C must be fully executed and included with your submittal.** **Failure to comply will cause your proposal to be non-responsive.**

Questions regarding the RFP will be accepted via email to questions@stpsb.org until 4:00 PM on Thursday, April 7, 2022.

For questions concerning RFP submittal, email the Purchasing Department at purchasing@stpsb.org or call at (985) 898-3224.

Please include a contact name, mailing address, email address, and telephone number in your response. EMAIL SUBJECT LINE SHOULD READ RFP #151 ENTERPRISE BACKUP SOLUTION 2022.

The St. Tammany Parish School Board must receive and stamp at the address below an original, six (6) copies, and an electronic copy (i.e., flash drive, USB drive, CD, etc.) of the response document by 3:00 PM on Tuesday, April 12, 2022. Any proposals submitted after that time will be disqualified and returned unopened.

All proposals should be typed or legibly written and submitted in a sealed envelope clearly labeled on the outside: **RFP #151 ENTERPRISE BACKUP SOLUTION 2022**

Proposals delivered to:

St. Tammany Parish School Board
Attn: Purchasing Department
RFP #151 Enterprise Backup Solution 2022
321 N. Theard Street
Covington, LA 70433

Proposals may also be submitted electronically at www.centralbidding.com. If submitting electronically, the original fully executed Affidavit (ATTACHMENT C), must be received at the above address by 4:00 PM on Monday, April 18, 2022.

1.3 General Requirements

The STPSB does not claim to have included every possible piece of equipment or software that may be necessary. Vendors are obligated to inform the STPSB and include in the response, any components that may be necessary for a successful and complete solution.

The STPSB reserves the right to reject any proposal. The STPSB reserves the right to reconsider any proposal submitted at any phase of procurement. The STPSB also reserves the right to meet with select vendors at any time to gather additional information. Furthermore, the STPSB reserves the right to delete or add functionality until the signing of the final contract.

All third party hardware/software solutions proposed as part of this package are subject to the same guidelines of this RFP, unless otherwise stated.

Indemnification and Institution Requirements: The successful vendor shall agree to indemnify St. Tammany Parish Schools, its Board, its officers and employees against loss or damage (including reasonable attorney's fees and other costs of litigation) caused by the successful vendor's negligent acts or omissions or the negligent acts or omissions of the successful vendor's agents or employees.

The successful vendor shall agree to defend any suit against St. Tammany Parish Schools alleging injuries or damages arising out of the service provided; provided, however, that nothing contained therein shall require the successful vendor to defend or indemnify St.

Tammany Parish Schools for injuries or damages arising out of the negligence of St. Tammany Parish Schools, its agents, or employees.

Contract Law: Any contract and/or purchase order(s) resulting from this RFP will be subject to the laws of the State of Louisiana and all other applicable statutes. The Vendor must consent to and yield to the exclusive venue and jurisdiction of the 22nd Judicial District Court for the Parish of St. Tammany, and waive any and all claims of entitlement to removal of any case from this jurisdiction, including any removal of any claim to any Federal Court, in connection with any proposal. The total contract and/or purchase order(s) will include only the negotiated and executed contract and/or purchase order(s), STPSB Contract Addendum (ATTACHMENT B), and the vendor's response to this request for proposal.

In no circumstance may any portion of the operation or any negotiated and executed contract or purchase order(s) for the solution be sublet, subcontracted, or otherwise assigned by the vendor without the prior written consent of St. Tammany Parish School Board. If approved, all responsibilities rest with the primary hardware/software vendor, and the vendor is required to manage the project installation through to completion. The vendor must provide details on the use of any/all approved subcontractors.

The STPSB will not be responsible for any expenses incurred by any vendor in the development of a response to this request including any onsite (or otherwise) interviews, presentations, supplemental information provided, submitted, or given to STPSB or its representatives. Furthermore, the STPSB reserves the right to cancel work described herein prior to issuance and acceptance of any contractual agreement or purchase order by the recommended vendor even if the STPSB has formally accepted a recommendation.

The vendor shall protect all buildings, equipment, ceiling materials, personal items, trees, shrubs, lawns and landscaping on School Board property from damage. In the event of damaged property resulting from work on this project, vendor shall provide for full restoration of anything broken up during the installation of this project including all materials and labor needed for complete restoration to original condition.

It is understood that the vendor and their representatives shall follow all applicable school district regulations while on School Board property, including no smoking, no weapons, and drug free policies. All vendors and their representatives must check in with office personnel prior to any on-site work. All vendor personnel shall be easily identified by the use of identification badges and uniforms or shirts with the vendor's logo clearly visible. All vendor personnel shall submit to a background check and be preauthorized by the STPSB.

Upon completion of each work day, the vendor must remove all tools, equipment, rubbish, and debris from the premises. As well as, leave the premises clean and neat. The vendor is responsible for disposal of all debris through the vendor's outlet. The

vendor may not use the STPSB's garbage dumpsters or any other School Board garbage service to dispose of rubbish and debris.

All work must adhere to all applicable city, parish, state, and federal laws and codes. These include but are not limited to building and fire codes.

1.4 Insurance Requirements

Insurance coverage specified below shall be furnished with the following minimum limits:

A. Workers' Compensation

Applicable State	Statutory Requirements
Employer's Liability	\$1,000,000.00

B. Comprehensive General Liability

\$1,000,000.00 combined single limit. Coverage to include premises, operations, contractor's protective liability, products and completed operation, contractual liability, and broad form CGL endorsement. If exposure warrants, underground, explosion, and collapse are to be included.

C. Automobile Liability

Bodily Injury - Each Person	\$1,000,000.00
Bodily Injury - Each Occurrence	\$1,000,000.00
Property Damage - Each Occurrence	\$1,000,000.00
Coverage shall be written to include all owned, non-owned and hired vehicles.	

Additional Requirements:

Coverage listed in items A, B, and C shall provide for 30-day notice of cancellation, specifically name St. Tammany Parish School Board, its officers, and/or officials as additional insured, and provide waiver of subrogation in favor of the St. Tammany Parish School Board.

1.5 St. Tammany Parish Public School System Profile

The St. Tammany Parish Public School System current enrollment is approximately 38,500 students. The School System consists of 55 schools and 15 offices.

1.6 Proposal Format

In order to facilitate the analysis of responses to this request, vendors are required to prepare their proposals in accordance with the instructions outlined in this request. Each vendor is required to submit a proposal in a sealed, properly labeled package. Vendors whose proposals deviate from these instructions may be considered non-responsive and may be disqualified at the discretion of the STPSB.

Proposals should be prepared as simply as possible while providing straightforward responsive information. Expensive bindings, promotional material, etc., are neither necessary nor desired. Emphasis should be concentrated on accuracy, completeness, and clarity of content. All parts, pages, figures, and tables should be numbered and clearly labeled. Portions of the RFP that are considered by the vendor to be proprietary information or information considered trade secrets should be clearly marked and delineated.

Provide your proposal utilizing the same format and order of major headings as defined within this scope.

Section 1 Executive Summary: Provide a brief narrative summarizing your company's ability to meet the requirements of this RFP. Please note, the executive summary should include contact information with a valid e-mail address and telephone number.

Section 2 Company Profile: Describe your company, including but not limited to, years in business, general markets serviced, and any distinction of your company relating to enterprise data backup solutions. Also, include a listing of installations at entities similar to the STPSB by name and state, the number of customers, distinguished by type, if relevant, should also be included. Any material (including letters of support or endorsement from clients) indicative of the vendor's capabilities are also encouraged. Provide evidence that the vendor is a corporation; is in good standing and qualified to conduct business in Louisiana. Please include copies of business licenses and other credentials with relevance to this request.

Section 3 References: Include three (3) references of clients similar to St. Tammany Parish School System who are using the enterprise backup solutions that you are proposing, including the year it was installed/implemented. School district(s) in Louisiana are of particular interest. Please provide the name, address, telephone number, contact name, and contact title.

Section 4 Product Information: Provide all product information for the proposed software and hardware. Please include any omitted required components necessary for a successful implementation of a complete solution. The solution must meet or exceed the following specifications:

- Software features:
 - Browser accessible with varying permission levels/roles/policies.
 - Remote System Monitoring.
 - Administrative dashboard.
 - Restore function for disaster recovery.
 - Data integrity to ensure that restored data has not been altered.
 - Compression levels of 7-10x or higher.
 - Full indexing and archiving management.

- Describe the method of backup used to archived data.
 - Manual and automatic software updates.
 - Ability to set retention policies for individual backups.
 - Multifactor authentication login capabilities.
 - Filtering and sorting of results and backup lists.
 - Deduplication of .vmdk files and all other types of backups
 - Backup CIF Shares from VNX storage solution.
 - Exchange backups for 1 DAG with 7 virtual machine servers housing 24 databases, must be able to deduplicate and compress .edb files.
 - Describe your network backup security measures to ensure all data is protected and secure at all times.
- On-premises and Cloud solutions will be considered. On-Premises is preferred.
- On-premises option requirements:
 - On-premises hardened appliance required.
 - Designed for disk and power supply failover.
 - Enough disk capacity for a minimum of 3 years' data storage.
 - Currently utilizing 85 TB of storage on premise and 40 TB of offsite storage.
 - Must be scalable for expansion.
 - Two or more 10 gigabit network connections.
 - Replication to encrypted cloud storage that correlates with retention policies.
 - Ability to make individual files stored only in the cloud storage.
 - Individually select how many copies of a file should be stored.
 - Ability to store archive data longer than 3 years is a plus.
 - Raid 6 or higher disk configuration.
 - Perpetual Hardware license, including hardware upgrade.
- Cloud option requirements:
 - Unlimited cloud storage.
 - Provide service level agreement.
 - Detail security standards.
 - Detail data backup and recovery capabilities.
 - Stored data must be encrypted.
- Reporting:
 - Searches by machine, user, share files, file names, and any other type of detailed searches.
 - Regular and wildcard search functions.
 - List search response time in seconds.
 - Ability to export all stored data that is returned in a search to its native, or user selected.
 - Automated health and hardware status email alerts on the appliance.
- Migration of existing archive data:

- Provide for the migration of content and stored data from current device (Barracuda Backup Appliance 1090) to proposed device and maintain all existing accessibility of current archive data.
 - Must be capable of importing database metadata files.
 - Detail costs for migration of existing archive data.
- Training and support:
 - Training and support on configuration of the device and report creation.

Section 5 Proposal Implementation Requirements: Submit a plan for implementation of an enterprise backup solution for St. Tammany Parish Public Schools, including training, support, and continued updates and maintenance. The rollout plan must include all hardware installation requirements, software installation, and completion of all system integrations. When responding to this RFP, please follow all instructions carefully. Please submit your proposal contents according to the outline specified and submit all hard copy and electronic documents according to the instructions. Our existing contract expires June 17, 2022, implementation must occur prior to contract expiration.

Section 6 On-going Support Services: Describe the warranty, support, training, and possibly maintenance schedule depending on RFP.

Section 7 Terms and Conditions: Please provide us a copy of your standard agreement or contract, warranty information, and any exceptions to the request. All firms submitting proposals must submit the most competitive proposal possible.

Section 8 Cost Quotation: Please provide a complete and detailed cost summary along with the breakdown of all pricing; including migration of existing archive data, appliance, and installation. Additionally, include maintenance and support for three (3), five (5), and seven (7) years, with the cost being paid annually. Please provide the annual renewal cost following the initial term. Please provide us a copy of your standard agreement and guarantee information.

The below table must be included documenting annual renewal cost. Feel free to expand the table to list any and all additional components necessary for a complete solution.

Component	Cost
Appliance/Cloud	
Installation/Setup	
Migration of existing data	
Yearly Maintenance/Support w/ 3 year contract	
Yearly Maintenance/Support w/ 5 year contract	
Yearly Maintenance/Support w/ 7 year contract	

1.7 Evaluation Criteria

EVALUATION CRITERIA	POINTS
Software Features	20
Hardware/Cloud Features	20
Reporting	15
Training and Support	10
Reference and Experience	5
Cost	30
Total	100

VENDOR CHECKLIST

Please review this checklist to ensure that you have properly followed the instructions. Many proposals are rejected because the respondent simply failed to comply with the required preparation and submission requirements.

- _____ Have you performed a final review of your response to ensure you have included all required information and documentation?
- _____ Have you verified all amounts to ensure that they are complete and accurate?
- _____ Is your proposal clear, concise, thorough, and easy to follow?
- _____ Does your proposal follow the instructions on pages 2 – 3?
- _____ Does your proposal follow the guidelines and format requirements set forth on pages 3 – 8 of the RFP?
- _____ Is your envelope properly marked? See page 3 of the RFP for further details.
- _____ Have you included an original copy, six (6) copies, and an electronic copy of the proposal?
- _____ Have you included copies of your company's business licenses(s) and other credentials relevant to this request?
- _____ Have you included the enclosed Proposal Information Form executed by a duly authorized company official (ATTACHMENT A)?
- _____ Have you included a fully executed STPSB Contract Addendum (ATTACHMENT B)?
- _____ Have you included a fully executed and notarized Affidavit (ATTACHMENT C)? If submitted electronically, the original fully executed Affidavit must be received in our office by 4:00 PM on Monday, April 18, 2022.
- _____ If your price is \$50,000 or more, and requires a license, did you include the appropriate license number(s) on the outside of the envelope?

PROPOSAL INFORMATION FORM

DATE: _____

COMPANY NAME: _____
Legal Name of Agency Submitting Proposal

ADDRESS: _____

CONTACT NAME: _____

CONTACT #: ____ (____) _____

EMAIL ADDRESS: _____

SIGNATURE: _____
Company Official (Duly authorized to sign proposals/contracts)

Typed or Printed Name & Title of Company Official

NOTE: THIS FORM MUST BE FILLED OUT AND SUBMITTED WITH YOUR PROPOSAL.

St. Tammany Parish Public School Board Contract Addendum

Louisiana recently enacted new requirements that govern the collection, disclosure and use of *personally identifiable information of students*. The new laws include increased contract requirements between schools or districts and anyone entrusted with such personally identifiable information. The items listed below are specific requirements necessary for any contract that governs the release of student information.

Sensitive information must be protected at a level that can ensure that only those who are authorized to view the information are allowed access (secure passwords, encryption, etc.) The vendor's network must maintain a high level of electronic protection to ensure the integrity of sensitive information and to prevent unauthorized access in these systems. Regular review of the protection methods used and system auditing are also critical to maintain protection of these systems. Vendor agrees to protect and maintain the security of data with protection security measures that include maintaining secure environments that are patched and up to date with all appropriate security updates as designated by a relevant authority.

In order to ensure that only appropriate individuals and entities have access to personally identifiable student data, organizations must implement various forms of authentication to establish the identity of the requester of the information with a level of certainty that is commensurate with the sensitivity of the data. Each organization must individually determine the appropriate level of assurance that would provide, in its specific environment, reasonable means of protecting the privacy of student data it maintains. No individual or entity should be allowed unauthenticated access to confidential personally identifiable student records or data at any time.

The individual, vendor or entity shall implement appropriate measures designed to ensure the confidentiality and security of personally identifiable information, protect against any anticipated access or disclosure of information, and prevent any other action that could result in substantial harm to St. Tammany Parish Public School Board or any individual identified with the data or information in vendor's custody.

Vendor agrees that any and all St. Tammany Parish Public School Board personally identifiable student data will be stored, processed, and maintained solely on designated servers and that no St. Tammany Parish Public School Board data at any time will be processed on or transferred to any portable or laptop computing device or any portable storage medium, unless that storage medium is in use as part of the vendor's designated backup and recovery processes. All servers, storage, backups, and network paths utilized in the delivery of the service shall be contained within the states, districts, and territories of the United States unless specifically agreed to in writing by a St. Tammany Parish Public School Board employee with signature authority.

Vendor agrees that any and all data exchanged shall be used expressly and solely for the purposes enumerated in the Original Agreement or Contract. Data shall not be distributed, repurposed or shared across other applications, environments, or business units of vendor. As required by Federal and State law, vendor further agrees that no data of any kind shall be revealed, transmitted, exchanged or otherwise passed to other vendors or interested parties.

St. Tammany Parish Public School Board Contract Addendum

Vendor agrees that, as required by applicable state and federal law, auditors from state, federal, St. Tammany Parish Public School Board, or other agencies so designated by the School System, shall have the option to audit the outsourced service. Records pertaining to the service shall be made available to auditors and St. Tammany Parish Public School Board during normal working hours for this purpose.

Vendor agrees to comply with the Louisiana Database Breach Notification Law (Act 499) and all applicable laws that require the notification of individuals in the event of unauthorized release of personally identifiable information or other event requiring notification. In the event of a breach of any of the vendor's security obligations or other event requiring notification under applicable law, vendor agrees to notify St. Tammany Parish Public School Board immediately and assume responsibility for informing all such individuals in accordance with applicable law and to indemnify, hold harmless and defend St. Tammany Parish Public School Board and its employees from and against any claims, damages, or other harm related to Notification Event.

The vendor agrees that upon termination of this Agreement it shall return all data to St. Tammany Parish Public School Board in a useable electronic form, and erase, destroy, and render unreadable all St. Tammany Parish Public School Board data in its entirety in a manner that prevents its physical reconstruction through the use of commonly available file restoration utilities, and certify in writing that these actions have been completed within 30 days of the termination of this Agreement or within 7 days of the request of an agent of St. Tammany Parish Public School Board, whichever shall come first.

Vendor and St. Tammany Parish Public School Board acknowledge that unauthorized disclosure or use of the protected information may irreparably damage St. Tammany Parish Public School Board in such a way that adequate compensation could not be obtained from damages in an action at law. Accordingly, the actual or threatened unauthorized disclosure or use of any protected information shall give St. Tammany Parish Public School Board the right to seek injunctive relief restraining such unauthorized disclosure or use, in addition to any other remedy otherwise available (including reasonable attorney fees). Vendor hereby waives the posting of a bond with respect to any action for injunctive relief. Vendor further grants St. Tammany Parish Public School Board the right, but not the obligation, to enforce these provisions in vendor's name against any of vendor's employees, officers, board members, owners, representatives, agents, contractors, and subcontractors violating the above provisions.

Vendor must have established and implemented a clear data breach response plan outlining organizational policies and procedures for addressing a potential breach, which is an essential step in protecting the privacy of student data. Prompt response is essential for minimizing the risk of any further data loss and; therefore, plays an important role in mitigating any negative consequences of the breach, including potential harm to affected individuals. A data breach is any instance in which there is an unauthorized release or access of personally identifiable information or other information not suitable for public release. This definition applies regardless of whether an organization stores and manages the data directly or through a contractor, such as a cloud service provider.

St. Tammany Parish Public School Board Contract Addendum

A vendor's audit strategy will require the following actions to protect and retain audit logs. The storing of audit logs and records on a server separate from the system that generates the audit trail. Access to audit logs must be restricted to prevent tampering or altering of audit data. Retention of audit trails must be based on a schedule determined collaboratively with operational, technical, risk management, and legal staff.

Vendor is permitted to disclose Confidential Information to its employees, authorized subcontractors, agents, consultants and auditors on a need to know basis only, provided that all such subcontractors, agents, consultants and auditors have written confidentiality obligations to vendor and St. Tammany Parish Public School Board.

The confidentiality obligations shall survive termination of any agreement with vendor for a period of fifteen (15) years or for so long as the information remains confidential, whichever is longer and will inure to the benefit of St. Tammany Parish Public School Board.

This contract addendum amends any prior agreement or contract between The St. Tammany Parish

Public School Board or individual school(s) and _____
Company Name

and is effective as of _____
Date



Authorized Representative Signature
Frank J. Jabbia

Authorized Representative Name (Please Print)

Superintendent
Title

St. Tammany Parish School Board
Company

November 23, 2020
Date

Authorized Representative Signature

Authorized Representative Name (Please Print)

Title

Company

Date

STATE OF _____

PARISH/COUNTY OF _____

AFFIDAVIT

BEFORE ME, the undersigned authority, personally came and appeared:

_____ ,

Who, after being duly sworn, did state and affirm the following:

1. That he/she is employed by _____ (**Company Name**)
in the position of _____ ;
2. That _____ (**Company Name**)
has submitted a Response to Request for Proposal _____
(**Number/Title of RFP**) from the St. Tammany Parish School Board; and
3. That any and all telecommunications and video surveillance equipment to be purchased in
connection with the Response to Request for Proposal _____
(**Number/Title of RFP**), if awarded to _____ (**Company**
Name), is and/or will be from a manufacturer that is in compliance with Section 889(a) of
the Fiscal Year 2019 National Defense Authorization Act.

Signature

Printed Name

Title

Company Name

SWORN TO AND SUBSCRIBED before me, Notary Public, this ____ day of _____ 2022.

Signature

Printed Name

My commission expires: _____

STATE OF _____

PARISH/COUNTY OF _____

AFFIDAVIT

BEFORE ME, the undersigned authority, personally came and appeared:

_____ ,

Who, after being duly sworn, did state and affirm the following:

1. That he/she is employed by _____ (**Company Name**)
in the position of _____ ;
2. That _____ (**Company Name**)
has submitted a Response to Request for Proposal _____
(**Number/Title of RFP**) from the St. Tammany Parish School Board; and
3. That any and all telecommunications and video surveillance equipment to be purchased in
connection with the Response to Request for Proposal _____
(**Number/Title of RFP**), if awarded to _____ (**Company**
Name), is and/or will be from a manufacturer that is in compliance with Section 889(a) of
the Fiscal Year 2019 National Defense Authorization Act.

Signature

Printed Name

Title

Company Name

SWORN TO AND SUBSCRIBED before me, Notary Public, this ____ day of _____ 2022.

Signature

Printed Name

My commission expires: _____