

Request for Proposal

2019 - 2020 E-Rate Wireless Project

Tate County School District

Notice to Bidders

Notice is hereby given to interested bidders that the Tate County School District will receive written, sealed or electronic bids until the hour of 12:00 p.m. on Monday, February 11th, 2019, at the Tate County School District Central office at 574 Parkway, Coldwater, MS. Bids will be opened at 2:00 p.m. on Monday, February 11th, 2019, in the boardroom or other designated area of the Tate County School District Central Office.

2019 - 2020 E-Rate Wireless Project

The Tate County School District wishes to create and/or update its wireless infrastructure to allow all school classrooms to have 60 wireless devices connected to any network access point simultaneously in every area that is served by a wireless access point. Also, new buildings that have been constructed will require underground cabling or wireless bridges to connect them to the district computer network.

The capacity of the access points should allow students to conduct moderate to heavy web access for research with video streaming, such as all students being able to view a 15-20 minute Youtube video in HD once every hour and meet standard Questar online testing guidelines as stated in 2016 (whichever requires more bandwidth and RF spectrum). Vendor may assume that the Tate County School District has sufficient Internet bandwidth to supply the requirements above. The primary objective is to ensure that bottlenecks do not occur at the wireless access point under the specified conditions.

Proposals should include a realistic assessment of actual access points as well as cabling and other equipment necessary to support the wireless needs outlined above. Technical specifications of equipment should be provided with the proposal along with the Scope of Work describing this turnkey project.

The proposal must guarantee performance sufficient to fulfill the needs of the Tate County School District as requested within this RFP. After implementation of the successful vendor's proposal, if additional equipment, cabling or labor is needed, the vendor will bear all costs necessary to satisfy the requirements of this RFP. There should be no recurring costs for further functionality.

It is the vendor's responsibility to ensure that the equipment proposed meets the performance specifications of the manufacturer and the previously stated requirements. The Tate County School District will not release the vendor from the performance guarantee required above, because of malfunctions or defects in equipment due to manufacturer error or flaws in the equipment.

Because of the diversity of possible solutions, the Tate County School District is asking for detailed proposals to accomplish the task. Specifications will be general and minimal to allow proposals to be as innovative as possible.

All prospective vendors must complete a district walkthrough or onsite survey in order to be eligible to submit a bid. To schedule a walkthrough or onsite survey, you will need to contact Rogers Smith (see contact information below). Proposals from vendors who do not complete the onsite survey or walkthrough WILL NOT be considered.

Bids will be due at the District Office no later than 12:00 p.m. on Monday, February 11th, 2019. For more information, contact Rogers Smith, Technology Director, via phone (662) 366-1916 or by email (rsmith@tcsdms.org).

CLARIFICATION

If after the completion of this project, during normal operation of the network, the District discovers that the wireless network will not allow for the capacity required in this RFP as stated in paragraph three in page one of this document, then the vendor will be required to do whatever is necessary to meet the specifications with no additional cost to the Tate County School District.

General

Provide internal connections as specified herein.

The specifications herein are provided to convey the intent of the systems and upgrades and do not indicate every cable or component necessary for the complete system that the proposing vendor shall provide.

Prices quoted shall be all-inclusive (including all applicable taxes, shipping cost, installation of equipment, training, technical support and trash removal) and represent complete installation and integration with the existing network where necessary. Prices quoted in the vendor's response will remain in effect for a period of twelve (12) months from the time of the contract signing.

Omissions in the proposal of any provision herein described shall not be construed as to relieve the vendor of any responsibility or obligation to the complete and satisfactory delivery, operation and support of any services.

Should the vendor have questions or find discrepancies in, or omissions from this RFP, or shall be in doubt to its meaning, the vendor shall at once notify Tate County School District. All questions should be addressed to Rogers Smith as outlined below. The preferred mode of contact is via email.

Rogers Smith
Technology Director
Tate County School District
574 Parkway
Coldwater, MS 38618
rsmith@tcsdms.org

662-562-5861 (office)
662-366-1916

Questions must be submitted to the email address rsmith@tcsdms.org. If a response is not received within 24 hours, it is the responsibility of the respondent to call Rogers Smith at 662-562-5861 (office) or 662-366-1916 to confirm receipt of the message.

All questions, addenda, and responses will be posted immediately on the District's E-Rate Procurement page at www.tatecountyschools.org. It is the sole responsibility of the respondent to visit this page prior to bid submission to ensure they have the latest information. Any modifications or clarifications will be posted as an addendum on the Tate County School District website. Addendums may also be requested by email from any respondents after the walkthrough is completed.

BID SUBMISSION INSTRUCTIONS

Bids will be opened at 2:00 p.m. on Monday, February 11th, 2019, in the boardroom or other designated area in the Tate County School District Central office at 574 Parkway, Coldwater, MS. Bids must be submitted in a sealed envelope clearly marked as follows:

“2019 - 2020 E-Rate Wireless Project”

Envelopes not so marked will remain sealed.

Bids may also be transmitted electronically and are due at the same time as paper bids.

The Tate County School District Board of Trustees or Superintendent reserves the right to reject any and/or all bids and waive any informalities.

Bids must include the following:

Attachment A Completed and Signed by the bidder. A scan of this is required for electronic bids.

(THIS PAGE MUST BE THE FIRST PAGE IN THE BID SUBMISSION DOCUMENTATION)

Attachment B Completed. A scan of this is required for electronic bids.

“Tate County E-Rate Wireless Project” should be clearly marked on the face of the envelope as well as the opening date of Monday, February 11th, 2019.

It is the sole responsibility of the respondents to ensure their responses arrive in a timely manner. Late arrivals will be rejected. The Tate County School District is not responsible for delays of any commercial carrier or delays incurred by the respondents. Oral, telephone, or telegraphic bids will not be considered. Signatures on the proposals shall be in longhand and executed by a principal duly authorized by the vendor to make a contract. Scans of these requirements are suitable for electronic bids.

Timeline of Events

January 8th, 2019	Publication of RFP to Service Providers / Vendors
January 11th	Start Site Visits
February 1st	End Site Visits
February 11 - 12PM CST	Deadline for Submission of Proposals (Paper AND electronic) Verification of electronic bid submission
February 11 - 2PM CST	Opening of Proposals

Certificate of Responsibility

- A. Each Bidder submitting a bid in excess of \$50,000 on public projects must show on his bid and on the face of the envelope containing the bid, his Certificate of Responsibility Number, as required by Section 31-3-5 and 31-3-21 (latest edition) Mississippi Code of 1972. If the bid does not exceed the amount of \$50,000 on public projects, a notation so stating must appear on the face of the envelope. When multiple contractors submit a joint venture bid in excess of \$50,000.00 on public projects, a Joint Venture Certificate of Responsibility Number is required on the bid and face of the envelope. If the Joint Venture has not Joint Venture Certificate of Responsibility number, then each member of the Joint Venture must indicate their individual Certificate of Responsibility numbers on the bid and on the face of the envelope.
- B. Each subcontractor who's Subcontract exceeds \$50,000 on public projects shall have a Certificate of Responsibility Number, as required by Section 31-3-15 and 31-3-21 (latest version), Mississippi Code.
- C. No bid will be opened, considered or accepted unless the above information is given as specified. Sufficient evidence that said Certificate of Responsibility has been issued and is in effect at the time of receiving bids must be submitted when required by the Owner. Likewise, it shall be the responsibility of the Prime Contractor to require a Certificate of Responsibility Number from any subcontractor where applicable. Scans of these requirements is suitable for electronic bids.

Spreadsheet format parts list for USAC EPC

Tate County School District requires, in addition to the printed or electronic copy, a digital form of the bid that has the parts listed in a format that can be copied and pasted into the EPC portal. A spreadsheet is preferred, although a standard DOS ASCII text compatible file is sufficient. EBCDIC formats are not sufficient. This prevents typos and discrepancies from delaying the E-rate process.

Evaluation Methodology

The Tate County School District Board of Trustees or Superintendent will award a contract based on the vendor submission that best meets the needs of the school system with regard to the current Technology Plan, future growth, RFP specifications, and not necessarily the lowest price even though price will be the priority factor. Due to the nature and diversity of the proposals, a significant amount of time may be required to determine which proposal provides the best option for The District. The possibility is that the best option will involve district purchased equipment that may or may not be E-Rate eligible or may or may not be part of this proposal could significantly delay the evaluation process. The evaluation process will not be complete until The District has determined the best proposal based on all factors.

The following factors will be considered when evaluating responses:

- Price of goods and services.
- Preference will be given for prior positive experience with the Vendor.
- Preference will be given to Mississippi based vendors.

- Preference will be given for vendors proposing the use of AP devices in which the AP manufacture offers a limited lifetime warranty on the access points with replacement within 10 days.
- Preference will be given for vendors whose product requires no recurring costs for future functionality.

Financing

This project will be funded from E-Rate Funds. This project is subject to funding availability and contingent upon E-Rate funding.

Vendor Qualifications

The Tate County School District may make such investigations as deemed necessary to determine the ability of the bidder or subcontractors or suppliers to perform the work, and the bidder shall furnish to the Tate County School District all such information and data for this purpose as the Tate County School District may request. The Tate County School District reserves the right to reject any bid if the evidence submitted by or investigation of such Bidder fails to satisfy the Tate County School District that such bidder is properly qualified to carry out the obligations of the contract and/or to complete the work contemplated therein within the time required.

The bidder is specifically advised that any person, firm or other party to whom it proposes to award a subcontract or purchase order under this contract must be acceptable to the Tate County School District.

The successful vendor (contractor) must have or be certified with the following:

- Be able to supply all products and services.
- Be an authorized dealer in the State of Mississippi for all products.
- Have current liability insurance and workers compensation insurance (please enclose a copy of each with your bid).
- Provide the documentation of the vendor's wireless, switching and cabling certifications.
- Participate in the mandatory walkthrough. Any bid submitted by a vendor who does not complete the mandatory walkthrough will be returned unopened. There will be no exceptions.

Disqualification of Bidder

The Tate County School District reserves the right to award to other than the lower bidder when, in the judgment of the district administration, it is in the best interest of the district do so. A Bidder may be disqualified for such reasons as:

- A. Bidder's failure to comply with requirements regarding Certificate of Responsibility.
- B. Bidder's failure to sign Bidder's Proposal Form or to otherwise properly complete the Proposal Form.
- C. Bidder's failure to complete the mandatory Pre-bid onsite walkthrough.
- D. Bidder being in litigation with the Tate County School District.
- E. Bidder having defaulted on a previous contract.
- F. Bidder having performed unsatisfactorily on a previous contract, including but not limited to the Bidder's failure to fulfill the warranty obligations of a previous contract with the Tate County School District.
- G. Bidder's failure to include documentation for required certifications and authorizations.

The above is not an inclusive list.

Objective:

Tate County School District's objective is for vendors to propose a solution that will meet the criteria of allowing at least 60 WiFi devices connected to a single access point which will then allow students to conduct moderate to heavy web access for research with video streaming, such as all students being able to view a 15-20 minute Youtube video in HD once every hour and meet standard Questar online testing guidelines (whichever requires more bandwidth and RF spectrum). It is also to connect some buildings that have been erected in the last several years to be connected to the District network. Should the bidding propose a solution that does not meet the specifications listed below, the vendor must provide sufficient documentation that the District's objective will be met with their solution. The scope of the work will be all eligible campuses except Coldwater Elementary Center and Coldwater High School since it has been recently upgraded and already has 802.11ac capabilities and the three hill buildings at East Tate Elementary. Any licensing fees must be included, but recurring fees should not be required no matter how long the equipment is used for.

Equipment & Installation Specification

Cabling for Access Points

All cable and cabling components including jacks and patch panels used in this proposal will be minimum Category 6a (or better) rated if installed by the vendor. All access points will have new CAT 6a (or better) run to them. If it is determined that multi gigabit performance is required from the access points to meet the criteria of this RFP and multiple cables are necessary to accomplish this goal, then two (2) new CAT 6a (or better) network cables must be run to each access point. This decision will need documentation for the reason of the cable number choice.

The amount needed will be determined by the vendor's proposed number of access points

- Bid must include cabling and all necessary components (patch cables, patch panels, jacks and mounts, crimp ends, etc.). All necessary components must be rated at the rated speed of the new cabling.
- If a new IDF is needed in existing buildings, then a fiber connection is required to connect it back to the campus MDF. No daisy chaining is allowed. This requirement does not apply to networks in new building construction. (This will not be a typical situation unless cable lengths become an issue.)
- Bid must include cost of labor and installation.
- Cabling must be neatly labeled, ran and connected to the wall via J-hooks in ceiling and may not lay directly on ceiling tiles.
- When cabling runs outside of the building it must be placed in EMT conduit and attached to walkways. (This will also not be a typical situation.)
- Vendor may use existing equipment such as raceways and J hooks if desired as long as it does not impede the throughput of the access point network or cabling.
- Vendor must provide new network switches that are compatible (meaning they can be stacked via stacking cables) with existing switches for the WiFi system. The number of ports needed should be at least what is installed at the present time and minimum what is required if 2 cables are required to run to each access point. Using trunked ethernet cables is not a suitable means of switch interconnections to Aruba/HP 2900 series switches. If an IDF location does not have an

existing 2900 series switch capable of stacking with new vendor equipment, then Vendor will install a new minimum 24 port PoE Aruba/HP 2900 series switch (or equivalent) and configure the new switches to operate with the existing MDF and IDF racks.

- All new switches are to have a minimum 1000VA rackmount UPS if installed in an IDF. Switches for MDF must be rated at 2000VA minimum.
- It is preferred to have the access points mounted in the ceilings of the classrooms. There is to be at least one access point per classroom (minimum).
- If space is not available in the existing racks, then vendor will provide new racks as needed.

Wireless Infrastructure

Wireless access points and applicable software:

Access Points

- Must support 802.11ac Wave 2 at 2.4GHz and 5GHz.
- Preference will be given if the manufacturer offers a limited lifetime warranty.
- Must use enterprise-class radios for maximum RF performance and coverage.
- Must support rogue access point detection and denial of service attack protection.
- Must support management frame protection.
- Must support coverage for legacy 802.11b/g/n clients.
- Must support client load-balancing across frequencies in mixed client environments.
- Must support multicast video delivery across WLAN.
- Must overcome outside interference (Bluetooth, microwaves, etc.).
- Must support radio resource monitoring, dynamic channel assignment, and interference detection, and radio band steering.
- Bid must include cost of configuration and installation and 6 hours of training on configuration and maintenance for the Tate County School District's IT Department.
- Bid must include the cost of removing existing access points. If a wall mounted access point (such as the Aruba 205H) is taken out, a suitable plate with suitable RJ45 connection(s) must be installed. TCSD will retain ownership of all equipment removed.
- The Tate County School District uses an Airwave server for management and monitoring the existing wireless network and Aruba access points and Aruba switches at all locations. It is preferred that the proposed system be able to utilize the existing server hardware and software. If a proposal cannot use this, then solution must include the hardware and software needed to replicate this functionality in all locations. If any software must be updated to accommodate this project, then vendor will be required to perform the necessary upgrade.
- Any new wiring that vendor installs will be of a standard color specified by the District. Vendor may be asked to provide a heat map for the proposed system.
- Gymnasiums and cafeterias are to be considered an active classroom to support 60 students simultaneously. In these cases a single access point is suitable regardless of area. Gymnasiums can have wall mounted access points as long as they are above 15 feet high and are visible from every seat in the gym.

Other Considerations

Vendor installed Patch Panels and Cabling

- Any cables run by the vendor will be terminated into a patch panel on one end and in a manner suitable for the connected device on the other. Ceiling terminations can be directly into an RJ45 connector to be plugged straight into an access point. Ceiling mounting boxes are not required, but may be used at vendor's discretion.
- Existing cabling and switches must remain in place. Existing access points should be disconnected and returned to the district.
- Wireless systems must have the ability to be centrally managed and to allow for guests to connect to the wireless points. The system must be able to support multiple VLANs and

- multiple SSIDs.
- Vendor must provide all MDF closets that have access point terminations with a UPS with minimum specs of 2000W and all IDF closets with a 1000W (or equivalent VA ratings). All UPS devices should be able to be monitored and managed from a central location via the network.
 - All access points will be mapped and labeled and the name and MAC address be labeled on the AP so visual inspections can be performed by looking at the AP. Having the access points configured for static IP addresses is preferable. If static IP addresses are used, then the IP address will be labeled in hexadecimal on the access point.
 - Each campus uses a central DHCP server for all IP addressing. The vendor and the district will decide if that configuration is in the best interest of the district during installation.
 - Detailed digital network maps of all installed equipment must be provided to the district upon completion. The file format of the maps must be editable using standard drawing/CAD 2D software. The vendor may use any provided building maps as a base plan. If drawings are not available, then vendor must take any needed information to produce the maps. Maps are not required to be to scale or have dimensions/distances or include any details such as closets or bathrooms unless they are necessary for the network infrastructure. Such programs can be Visio, AutoCAD, etc.
 - Since Coldwater High School and Coldwater Elementary School are not included in this RFP, any existing access points and switches in those buildings will remain in place. However, any new hardware or software must provide for the operation and maintenance of that Wifi system along with the new access points in other schools in the district.
 - No vendor proprietary equipment, software, hardware or licensing may be used in this project. Vendor will provide all logins and passwords to the district for all equipment. All configurations performed by the vendor shall be provided in writing (or electronically) to the District.

Current Equipment

Switches

1. The Tate County School District network is made up of Aruba/HP 2900 series managed switches. All ports are 1000Mbps minimum. All interswitch connections within the same cabinet must be made with stacking cables where applicable. The District will NOT accept connecting switches via ethernet cables in the regular RJ45 ports.
2. Any VLAN configurations proposed in this project necessary to meet the requirements must be configured completely by the vendor even if such configurations involve working with the existing switches. All VLAN configurations must be maintained unless approved by the Technical Director. The Tate County School District uses a relatively flat network and will provide any needed information to the vendor to comply with existing infrastructure. It is preferable to have the Wifi network on a separate VLAN or several VLANs if that is considered good network practice or needed for guest networking.
3. There is one access point in each classroom, but about 30% are wall mounted Aruba 205H. Due to student tampering and objects placed in front or around them, wall mounting new access points is not acceptable.
4. The Tate County School District currently utilizes a /21 subnet. If the installation time frame allows, the district will move to a /20 subnet. The vendor must take that into consideration if this changeover occurs concurrently with wifi installation.
5. CAC is separated into Coldwater High School and Coldwater Elementary. The Wifi system is not going to be installed in these classrooms, but the campus MDF is located in the office of Coldwater Elementary.

Classroom Counts

- Strayhorn High School has 28 Classrooms and 3 other Areas
- Strayhorn Elementary has 29 Classrooms and 2 other Areas
- Coldwater Attendance Center has 24 Classrooms and 6 other Areas. However, CAC (which is composed of Coldwater High School and Coldwater Elementary) is NOT part of this RFP since it was upgraded within the last 4 years to 802.11ac. A new building WILL need to be connected to the computer network via cabling or network bridge at this MDF location.
- District Office and bus shop will not be included in this RFP.
- Independence High School has 37 Classrooms and 6 other areas
- East Tate Elementary has 40 Classrooms and 3 other areas
- The Tate County Career and Technical Center has 7 Classrooms and 2 other Areas

(General floor plans will be available at the walkthrough with locations of all MDF and IDF locations. Pictures of all MDF and IDF closets will be available. Detailed network maps will NOT be available. Onsite walkthroughs will identify building materials, existing cabling, etc. Vendors will be responsible for taking any needed measurements during the walkthrough.)

Current Network Bandwidth and WAN Configuration

- Each building in the Tate County School District is presently connected to the District Office via 1 Gbps ASE synchronous connection provided by AT&T. (This is subject to be upgraded in the near

future.)

- Servers and centralized devices are located on the building sites and at the Central Office. Each site has a several switch cabinets and a main demark area. Details will be given at the onsite survey or walkthrough.
- Currently, the District has a 500 Mbps Internet connection that services the entire district and connects at Central Office. Traffic from the Internet is firewalled, filtered and regulated by devices located at the District Office. This speed will be upgraded in the future.

E-Rate

This proposal request is for services to be subsidized under the Universal Services E-Rate 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.

Right to Reject

The Tate County School District reserves the right to accept or reject all proposals or sections thereof when the rejection is in the best interest of the school system. The Tate County School District reserves the right to award without further discussion. Therefore, responses should be submitted initially with the most favorable terms the vendor proposes. The Tate County School District reserves the right to reject the proposal of a vendor who has previously failed to perform properly or completed on time contracts and to reject the proposal of any vendor who in the opinion of the Tate County School District Board of Trustee or Superintendent, is not in a position to adequately perform the contract. The Tate County School District Board of Trustees or Superintendent reserves the right to reject any and all proposals any part or parts of a proposal, waive any technicalities/informalities, increase or reduce quantities, make modifications or specifications, and award any or the entire contract in a manner that is in the best interest of the Tate County School District. Contracts will be awarded to the vendor submitting the proposal determined to be in the best interests of the Tate County School District.

ATTACHMENT A

INFORMATION FORM (Type or Print ONLY)

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	
E-Rate SPIN number	

CONTACT Name _____

CONTACT Phone Number _____

CONTACT Email Address _____

By signing below, the vendor acknowledges that the prices listed on this sheet are the prices being bid for this project and that the vendor understands 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.

PRINTED NAME _____ **TITLE** _____

SIGNED _____ **DATE** _____

ATTACHMENT A - continued

PRICING INFORMATION

(You may submit your standard quotation instead of this document if you wish)

DELIVERED TO

Coldwater, Mississippi 38618

(Specific address to be determined prior to shipment)

Manufacture Part Number	Description	QTY	Unit Price	Extended Price

ATTACHMENT B

Vendor Required Documentation

- Specifications for the proposed hardware.
- Vendor shall provide a written summary of their proposal as well as drawings of all sites labeled with the location of the each access point being proposed and the path of the access points' cabling to each network closet. Vendor will verify if the District has enough available switch ports and/or patch panel ports in each closet for their proposed solution.
- Current liability insurance and workers compensation insurance.
- Documentation of the vendor's wireless, switching and cabling certifications.
- Three K-12 wireless references.
- Must include a detailed Scope of Work describing this "turnkey" project.