

## ADMINISTRATIVE REPORT

**DATE:** January 18, 2024  
**TOPIC:** #5.18 – Bids for Network Switch  
**PRESENTER:** Robert Berkowitz, Director of Technology  
**REFERENCE TO POLICY/STATUTE:** Policy #719; Authorization to Solicit Bids

### A. PURPOSE OF REPORT

- a. South Washington County Schools issued a request for proposals for the replacement of the network core/closet switch equipment in 4 middle schools and video camera network switch equipment at our high schools.
- A total of 1 bid was received before the closing of the bid window on January 5, 2024.
- Bid evaluation was completed the week of January 8, 2024.

### B. RECOMMENDATION

- a. The technology department is recommending board approval of the bid proposal from Computer Integrations Technologies (CIT) in Woodbury Minnesota. The evaluation of the proposal from CIT meets all elements of the design requested.
- b. The proposal includes replacement network switching equipment in our 4 middle schools and the replacement of video camera network switch equipment in our high schools.
- c. This project has been submitted through the USAC eRate program and the hardware will be eligible for a partial reimbursement.

### C. CONNECTION TO STRATEGIC PRIORITY

- a. Student Experience
- b. Student Pathways and Systemic Supports
- c. Operations, Staffing, and Finance



**Bid Log**

A single bid was submitted via courier before the bid window closing at 2:00 PM on January 5th 2024. The submission from CIT in Woodbury, MN was logged as complete.

Company	Delivered	Via	Proposal	Bid Bond	Complete	Notes
CIT	Jan 5th	Courier	Network Switch	YES	YES	

**Bid Evaluation**

The bid packet from CIT was opened at 4:30 PM on January 5th and reviewed the week of January 8th against the RFP as published with USAC form 470. The proposal from CIT meets all requirements of the project and matches the RFP requested by South Washington County Schools.

Bid	Hardware	Hardware Cost	Install	Total	Transition Costs	Cost for project	Manage Multiple Environment, Supportability, Cost to Transition	System Feature, Alerting, Security features, management	Vendor Exp.; Customer Reference	TOTAL WEIGHTED CRITERIA (1-10)
						40%	30%	20%	10%	
CIT	Aruba Network	\$812,064.13	\$47,480.00	\$859,544.13	\$0.00	10	10	10	10	10.0

