

The Campbellsville Independent School District is soliciting a Request for Quotes from vendors for E-Rate Category 2 to provide our schools with the technology services (Managed Internal Broadband) listed below or their equivalent under the following conditions:

- Any services MUST be equal or better than what is listed below
- Must be compatible and able to manage our current Extreme Network
- Pricing Must include installation and configuration
- The quote does not guarantee any of the current projects will be completed unless E-Rate funding is approved prior to the start date.

Questions and Communication Regarding this RFP

Any questions related to the technical aspects of this document should be directed to:

Steven M. Gumm
Director of Technology/CIO
Campbellsville Independent School District
136 South Columbia Avenue
Campbellsville, KY 42718
Board: 270.465.4162
Cell: 270.789.8156
steven.gumm@cville.kyschools.us

Proposal Delivery

Campbellsville Independent School District reserves the right to reject each and all bids, and to waive informalities, irregularities, and errors in the bidding to the extent permitted by laws. This includes the right to extend the date and time for receipt of bids. If a responsible bid is not received or if it is determined that the low bid does not meet our specifications, the bid received will be rejected and the project will be canceled or re-bid.

The RFP and all questions asked, along with answers, will be posted on the following website for the duration of the bidding process. <https://cville.kyschools.us/departments/technology/rfp>

Bids should be emailed to the office of Steven M. Gumm, District Technology Coordinator/CIO, at steven.gumm@cville.kyschools.us by 12:00 pm EST on March 7, 2024. The email subject line needs to read "E-RATE MANAGED INTERNAL BROADBAND BID".

Scope of Work

This project involves the design, installation, configuration, testing and implementation of LAN/WLAN network management solution with ongoing support. The solution must be compatible with the district's existing Extreme Networks infrastructure as well as future upgrades of equipment. General requirements include:

- Perform an initial LAN/WLAN audit and make reconfiguration changes as agreed upon by the district.
- Performing software and firmware updates as needed.
- Installation of security patches as needed.
- Maintenance of equipment configuration backups.
- 24x7 Monitoring and alerting software made available to district technicians.
- Provide 8x5 support to resolve network trouble.
- Perform network configuration changes as needed and in a timely manner.
- Work with the network vendor to resolve network trouble, if necessary.
- VLAN & IP network layout adhering to OSI best practices
- WLAN APRF power & channel design & configuration
- WLAN controllers & AP configuration
- Guidance & recommendation of stable firmware from WLAN manufacturer.
- Configuration changes & adjustments as needed throughout the year.
- WLAN specific requirements include:
 - Customizable captive portal for guest access
 - Self-service onboarding of devices and users
 - Analytics
 - Auto-assignment policies based on user or device
- Provide three K-12 references for this service.
- Manufacturer ticket opening, closing, & management
- Proactive monitoring, graphing, & altering of network status & outages
- MIBS provider must be located within 200 miles of Campbellsville, KY.
- The applicant would agree to invoice based on the approved discounted amount.
- The vendor shall confirm that their equipment – services included in the bid will provide a complete and seamless operating system when installed.
- If Campbellsville Independent School District is pleased with the product and performance, Campbellsville Independent School District would like the right to extend the service by one year (twice).

Award of Contract

A District evaluation team will make awards to the qualified Bidder whose Proposal best meets the evaluation criteria described below and is the most advantageous to the District with the price and all other factors considered.

The District may determine at its own discretion whether the Bidder is responsible and qualified. The District shall be the sole judge in determining the Bidder(s) to negotiate with or to make awards for the project and its decision shall be final.

The District reserves the right to reject any Proposal not submitted in accordance with the terms and conditions of this RFP, or to reject any Bidder who does not appear to be responsible or

properly qualified to carry out the project work, or not deemed to be in the best interest of the District.

The Contract shall be awarded after the evaluation team has made their decision.

Selection Criteria

Contracts may be awarded to the best overall evaluated Bidder meeting all specifications and conditions, and subject to all other provisions of this request for Proposal. The District has the right to reject any and all Proposals if it is deemed in its best interest. Cost is not the exclusive criteria in evaluating awards; however, it is the most heavily weighted factor. The following criteria and distribution of points will be used when evaluating Proposals.

Cost of Services

40 Points

The Proposal with the lowest price receives the maximum score. The Proposal with the next lowest price receives points by dividing the lowest price by the next lowest price and multiplying that percentage by the available points.

For example: Assume 40 points is allocated to the lowest price criteria for this procurement.

Proposal "A" bids \$300 as the lowest price and receives the maximum 40 points

$(\$300/\$300 = 1.00 \times 40 = 40)$

Assume Proposal "B" is the next lowest price at \$400. Then "B" receives 30 points.

$(\$300/\$400 = .75 \times 40 = 30)$

Quality of the solution (meets needs and addresses FRP)

35 Points

Proposal provides documentation of the Vendor's ability to meet the specifications outline in Scope of Work of the RFP. Any specification that cannot be met must be explained.

References or Prior work with the District

25 Points

A list of three existing customer references shall be supplied with your bid. Each of these three references will be contacted and asked "Overall on a scale of 1-10, 1 being the worst and 10 being the best, please rank this company". The three scores shall be averaged and this average will be the Bidders Score. If a Bidder is greater than 10 points from the lead Bidder, this Bidder's references shall not be contacted. Note: If a current Vendor of the District – the District reserves the right to provide the sole score.

100 Points