

Network Cabling Bid

The Geneva County School District is seeking Network cabling and Installation services. These services will be bid subject to the conditions and provisions listed in our bid document and/or on our website at <https://www.genevacountyschools.com/Page/5617> under 2024-2025 eRate Full Bid Cabling.

PRE-BID WALKTHROUGH DETAILS AND REQUIREMENTS

Any vendor wishing to submit a bid for this Invitation to Bid (ITB) must attend the Pre-Bid Walkthrough on **Monday, January 8, 2024**. The walkthrough will cover two separate schools/campuses and will begin at **9:00 A.M.** at Samson Elementary School. Then continue and end at Slocomb Elementary School. Any vendor wishing to bid on a campus must be present for the walkthrough for that school campus. The addresses for each school are as follows:

Slocomb Elementary School
108 S. Hemby Street
Slocomb, AL 36375

Samson Elementary School
823 North State Hwy 87
Samson, AL 36477

Any company/individual planning to attend the walkthrough should notify Thad Smith, Technology Coordinator for Geneva County Schools, via email at thad.smith@genevacountyschools.com. Providing this notification will help us prepare a sufficient amount of documentation, maps, etc., should any be necessary.

Should a vendor have questions; find discrepancies, ambiguities, omissions; or be in doubt as to the meaning, contact Thad Smith, Technology Coordinator of Geneva County Schools, at thad.smith@genevacoboe.org.

Any changes, additions, or modifications to the bid request, as well as any questions, if received, and their answers (Q&A) related to this solicitation, will be posted to the Geneva County Schools' website, <https://www.genevacountyschools.com/domain/56> located on the left side of the page under "2024-2025 eRate Full Bid Cabling."

It is the bidder's responsibility to check for modifications/addendums to the bid request and any posted Q&A documents periodically and before submitting a bid.

Sealed bids must be submitted in two (2) versions: One paper version and one PDF version that is an exact copy of the paper submission on a flash/thumb drive that is submitted in the same envelope/container as the paper submission) prior to the opening of the sealed bids, scheduled for **Friday, January 19, 2024, at 9:00 A.M.** (Central Time), at the Geneva County School District Board of Education, 606 S. Academy St., Geneva, AL 36340.

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The Geneva County School System reserves the right to reject any or all proposals, waive any technicalities, and award all or part of the contract in a manner that is in the best interest of The Geneva County School District. Therefore, responses should be submitted initially with the most favorable terms that the vendor could propose. The Geneva County School System reserves the right to reject the proposal of the vendor who has previously failed to perform properly or complete on time contracts of a similar nature; and to reject the proposal of a vendor who, in the opinion of the Geneva County School System, is not in a position to adequately perform the contract. The Geneva County School System also reserves the right to reject any or all proposals, reject any part thereof of a proposal, waive any technicalities, increase or decrease quantities, make modifications to specifications, and award any or all the contract in a timely manner that is in the best interest of the Geneva County School System.

Award will not be based on lowest bid alone. Conformity to requirements, parts availability, history of service from the vendor, warranty, and history of manufacturer quality may be factors in the award.

Section A. MISCELLANEOUS

1. Specifications are not intended to eliminate any reputable manufacturer, brand, or bidder. Reference to manufacturers, brand names, suppliers' catalog numbers, etc., is intended to set quality standards and does NOT exclude bids from others, as long as quality standards or equal to are met. Pictures, descriptions, and specifications shall accompany all bids.
2. All bidders must comply with the E-Verify requirements for all state and government agencies. Compliance documentation must accompany the bid.
3. If a bid differs in any way from the bid specifications, the bidder must list the differences on the bid proposal form, telling exactly where and how the bid deviates from said specifications. If no exceptions are listed on the bid, it will be presumed the bidder proposes to meet the specifications in every respect; and if awarded the contract, performance on this basis will be required.
4. The Service Provider Invoicing (SPI) method of invoicing will be used.
5. All cabling work will be done after school hours.
6. It is the bidder's responsibility to comply with all local, state, and federal laws as they apply to this bid.
7. The Geneva County School District is exempt from all sales and use taxes under the provisions of Title 40, Chapter 23, Section 4 (15), Code of Alabama, 1975.
8. Bid price is to be all inclusive with no further charges made against the Geneva County Board of Education.
9. Contracts over \$10,000 require compliance with Equal Employment Opportunity Regulations, The Clean Air Act, The Clean Water Act, and Environmental Protection Agency Regulations.
10. If the bid amount is \$10,000.00 or more, a certified check or bid bond, payable to the Geneva County Schools Board of Education, in the amount not less than five percent of the amount of the bid but in no event more than \$10,000, must be presented by the

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winning bidder before work can begin. Said bond will remain in effect until the contract is completed.

11. The Geneva County Board of Education is an equal educational opportunity agency and prohibits discrimination in any of its educational programs, including employment, on the basis of sex, race, religion, national origin, color, age or any handicapping condition. The Board of Education complies fully with the provisions of Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, and the appropriate Department of Education regulations.
12. The final awarding of this bid will be made by the Geneva County Board of Education based on a recommendation from the Superintendent.
13. Geneva County Schools reserves the right to reject any and all bid proposals if deemed necessary.
14. All vendors must have a valid Service Provider Identification Number with the Schools and Libraries Division of the Universal Services Fund AND that SPIN must be approved by SLD to provide Telecommunications services.
15. Geneva County Schools will review all proposals for service utilizing guidelines outlined by the Alabama State Bid Law and USAC-SLD E-Rate funding.
16. Vendor must have been in continuous business for a minimum of 3 years.
17. The System reserves the right to cancel the contract with the vendor for non-performance at any time during the contract period. Nonperformance includes, but is not limited to, failure to supply good quality service, failure to provide services for the full term of the contract, poor installation performance, poor billing and customer service services, and failure to maintain status as an authorized representative of services.
18. The Geneva County School District reserves the right to terminate services if E-rate funding is not approved or is reduced during the specified period of the contract and/or extension periods.
19. It is understood that, except as otherwise specifically stated in this ITB, The Vendor shall provide and pay for all materials, labor, tools, equipment, transportation, temporary construction of every nature, and all other services and facilities of every nature whatsoever, necessary to execute, complete, and deliver the work within the specified time. Licenses necessary for the execution of the work shall be secured and paid for by the Vendor.
20. The Vendor shall protect all buildings, furniture, equipment, personal items, trees, shrubs, lawns and all landscaping on school property from damage. Any damaged property shall be repaired or replaced at The Vendor's expense. Labor shall include all restoration (leveling, sodding) of grounds broken up during the installation of this network.
21. The Vendor and his representatives shall follow all applicable school district regulations while on Geneva County Schools property, including the no-smoking, no-weapons, and drug-free policies. No work shall interfere with school activities or environment unless permission is given by the Principal or person in charge. All Vendor personnel shall be easily identified by the use of identification badges and uniforms or shirts with The Vendor's logo clearly visible.

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22. Any changes, additions, and/or modifications to the bid request will be posted to the Geneva County School webpage at <https://www.genevacountyschools.com/domain/5617> under 2024-2025 eRate Full Bid Cabling. It is the vendor's responsibility to check for modifications.
23. All requirements specified in this ITB become part of any awarded contract.
24. Award will be made to the responsible bidder offering a proposal that is deemed the most acceptable and advantageous to the Geneva County School District.
25. No consideration will be given to any claims based on a lack of knowledge of existing conditions. For this reason, vendors are required to attend a Pre-Bid Walkthrough to receive a list of services specified in this bid proposal prior to the vendor submitting a response to the ITB. The specifics for this walkthrough are outlined in the section titled, "**PRE-BID WALKTHROUGH DETAILS AND REQUIREMENTS**" located on the first page of this ITB .

Section B. REQUEST FOR PROPOSAL

Background and basic description of the requirements: Geneva County Schools currently has, in these two locations, older CAT 5/5e cable, as well some older fiber optic cable. We are seeking to replace all Cat 5 with Cat 6 cabling. Plenum and non-plenum will be required in certain situations. All fiber cable is to be replaced with Om3 and should be a "homerun" back to the MDF for the campus where feasible. Fiber optic cable connections are to be LC-type connections.

Section C. SPECIFICATIONS

There are 2 total schools that are in need of re-cabling - Slocomb Elementary School and Samson Elementary School. The re-cabling is to include all of the buildings located at each physical location. Locations requiring cabling and installation are as follows:

Slocomb Elementary School
108 S. Hemby Street
Slocomb, AL 36375

Samson Elementary School
823 North State Hwy 87
Samson, AL 36477

1. All pricing must include installation, setup, configuration and maintenance fees. Testing and labeling with documentation is required for all locations.
2. All network designs must adhere to eRate guidelines for local network independence.
3. Vendor 's equipment and network must meet industry standards for Quality of Service (QOS) with no additional cost or required upgrades to ensure effective operation and handling of any current and future voice and video (H.323) over IP traffic.

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4. Vendor must provide information on any Specializations and/or Certifications of your company and employees to design, implement, and maintain the equipment proposed in your solution.
5. Vendor must provide three references of comparable size and scope.
6. The vendor must provide a transition plan defining and describing the activities and timelines necessary to complete implementation of each of the requested services (site by site).
7. All specifications of this ITB should be included in the master Contract.
8. Classrooms: All classrooms will require four ethernet drops. Two of those drops will be located near the center of the classroom above the ceiling tiles. The remaining two drops will be installed with one each on opposite sides or opposite corners of the classroom. Wire molding and termination boxes will be used for the drops installed on the classroom walls.
9. Ceiling Drops for Wireless Access Points: All drops installed above drop-ceiling tiles must include an identification label affixed to the ceiling grid. This label will be used to identify the location of the drops and must be a contrasting color. Since most ceiling grids are white, the label should be black with white lettering.
10. Cafeterias: All cafeterias require two drops in the dining area above the drop ceiling. Two ethernet drops each will be placed on opposite sides of the dining area. All cafeteria offices require two ethernet drops. All existing ethernet drops in the cafeterias must be replaced with new cabling. Where wire molding (raceways, conduit, etc.) is used in the cafeterias, it must be securely fastened. Plastic wire molding can be used but must be able to withstand varying temperatures and humidity. In the past, the environment of the cafeterias has caused wire molding affixed to the walls with adhesive to fail.
11. Gyms: Each gym requires two drops for wireless access points on opposite sides of the court. Each gym office requires a drop.
12. Cabinets/racks are to be installed in each IDF that does not presently have one.
13. Patch panels or keystone panels are to be installed for all new cabling.
14. Labeling and/or diagrams of the new cabling is required. The labeling and naming scheme will be agreed upon by the Geneva County School District Technology Coordinator and the selected vendor.

Section D. Basis of Award

In keeping with the guidelines of USAC, this contract will be awarded to the most cost effective provider. Prices will be the primary factor, but not necessarily the sole factor, in evaluating the bids. Other factors of consideration may be prior experience, including past performance; personnel qualifications, including technical excellence ; management capability, including schedule compliance ; environmental objectives ; and flexibility. Geneva County School District does not guarantee award of a contract and reserves the right to reject all bids.

These factors may be utilized in weighing the ITB responses as follows:

Factor Weight

Price of eligible items 35%

Quality of Proposed Services 20%

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Prior Experience with Vendor 25%

Price for ineligible items 20%

TOTAL 100%

Award Rubric Scoring			
Description	Weight	Likert Scale	Score %
Price of eligible items 7 pts each	35%	Poor 1 2 3 4 5 Excellent	
Quality of Proposed Services 4 pts each	20%	NA 1 2 3 4 5 Excellent	
Prior experience with vendor 5 pts each	25%	Poor 1 2 3 4 5 Excellent	
Price for ineligible items 4 pts each	20%	Poor 1 2 3 4 5 Excellent	

TOTAL SCORE % - _____

The bid will be awarded in part or as a whole project. Geneva County School District may elect to award all, some, or none of the services bid.