



ANNISTON CITY SCHOOLS

**ACS-25002-INTERNAL
CONNECTOR BID**

Dr. D. Ray Hill
Superintendent

Cindy R. Swain
Director of Technology

EVENT SCHEDULE:

- **Release of RFP to Bidders: January 20, 2025**
- **Mandatory Bidder's Conference: January 30, 2025 @ 8:00 AM**
- **Deadline for Questions: January 31, 2025 2:00pm**
- **Final Proposals Due: February 19, 2025 12:00pm**

BID OPENING DATE AND TIME: **February 19, 2025 @ 12:00 p.m. CST**
BIDDING ITEMS: INTERNAL CONNECTIONS/INSTALLATION
BID NUMBER: ACS-25002-INTERNAL CONNECTORS

EMAILED BIDS WILL BE RECEIVED BY:

THE TECHNOLOGY DEPARTMENT, ANNISTON CITY BOARD OF EDUCATION, @
swainc@anniston.k12.al.us

Wednesday, February 19, 2025 @12:00 P.m.

AT WHICH TIME THE BIDS WILL BE READ PUBLICLY FOR PURCHASE AND DELIVERY OF:

RETURN ENTIRE COMPLETED PROPOSAL TO:

Cindy R. Swain
Technology Department
Anniston City Board of Education
4804 McClellan Blvd.
Anniston, AL 36206
swainc@anniston.k12.al.us

IT IS THE RESPONSIBILITY OF THE PROSPECTIVE BIDDER TO MAKE CERTAIN THAT THE BIDS ARE RECEIVED IN THE TECHNOLOGY DEPARTMENT BEFORE THE SCHEDULED BID OPENING. ANY BIDS RECEIVED AFTER THE DESIGNATED DATE AND TIME, WILL NOT BE CONSIDERED. BIDDER MUST USE THIS FORM AND RETURN IN ITS ENTIRETY. *DO NOT RETURN SHEETS WHICH ARE "NO BID".*

FOR FURTHER INFORMATION RELATED TO THE BID OR PROJECT: PLEASE SEND EMAILS TO: swainc@anniston.k12.al.us

All answers/responses will be posted on the ALJP.

Cindy R. Swain, Director of Technology
ANNISTON CITY SCHOOLS
4804 McClellan Blvd
Anniston, AL 36206

Phone: 256-689-5341

Contract Term: The contract term will be according to E-Rate guidelines.

**ACS-25002-Internal Connectors
Installation BID
Tuesday, January 21, 2025**

Based on ALJP Contract

DUE DATE: February 19, 2025 @ 12:00 pm

DELIVERY: Proposals must be submitted via email to swainc@anniston.k12.al.us. Included in the email should be the product/services quote and a completed USAC Category Two Internal Connections template ready for upload. The template can be located at <https://www.usac.org/e-rate/applicant-process/applying-for-discounts/fcc-form-471-filing/> (Section “Bulk Upload Template Category Two – Internal Connections (v21.0)”).

BIDDERS CONFERENCE: Anniston City Schools will hold a **MANDATORY** bidder’s conference and walkthrough on **January 30, 2025 at 8:00 am**. The initial meeting will be held at **Anniston High School (1301 Woodstock Avenue, Anniston, AL 36207)** with school walkthroughs to follow.

DESCRIPTION: Anniston City Schools operates a wide area network (WAN) connecting 5 sites, including all schools and the central office, via fiber connectivity.

This Request for Proposal (RFP) seeks a turnkey solution for **upgrading and installing (20) new POE Meraki switches** or equivalent in the IDFs and MDFs at Anniston High School. All switches and access points must be from the same manufacturer. **Upgrading/Installing (12) Access Points or equivalent (CISCO MR44)**. Qualified ALJP vendors are invited to provide quotes for switch equipment as detailed in the **PRODUCTS/SERVICES OR EQUIVALENT** section. All pricing must include installation, setup, configuration, cleanup, and maintenance fees. The project is contingent on securing E-rate funding and local matching funds. Anniston City Schools will utilize the SPI invoicing method for this project.

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TERMS:

- Anniston City Schools reserves the right to reject any and all proposals, waive any technicalities, and award all or part of the contract in a manner that is in the best interest, most cost-effective, acceptable, and advantageous for the district.
- Anniston City Schools reserves the right to accept and/or deny any or all items on the proposal at the unit price submitted.
- All prices submitted on the bid are to be “delivered prices” and shall be inclusive of all charges and fees, and shall not include any state or local tax.
- Anniston City Schools reserves the right to add and/or remove entities as needed during the life of any contract with the vendor.
- As with all E-rate RFPs, the district will, at its sole discretion, decide whether a vendor/respondent award will result from this RFP. The issuance of this RFP does not obligate the district to make an award.
- 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.
- If installed by the vendor, the vendor is responsible for the prompt removal of all debris resulting from this bid.
- No invoice will be paid until all purchase order items have been delivered to the school district’s satisfaction.
- Anniston City Schools reserves the right to cancel the contract with the vendor for nonperformance.
- Vendors must be in good standing with the FCC and provide a current Service Provider Identification Number (SPIN) with USAC Schools and Libraries (E-rate) throughout the term of any agreement. Please indicate SPIN on all documentation.
- Vendors who do not currently have green light status will not be considered. The loss of green light status with the FCC shall render any contracts entered into with the vendor to be immediately null and void.
- Vendors must separate E-rate eligible items from ineligible items on all quotes and invoicing.
- Vendors must use their ALJP bid as the basis for this quote. Pricing may be lower, but Anniston City Schools must be able to demonstrate to USAC that the prices submitted clearly tie back to the vendor’s ALJP bid award.

- The Vendor must have been in business for 5 years and provide at least 3 references for installation of similar equipment.
- The Vendor and their representatives shall follow all applicable school district regulations while on Anniston City Schools property, including the no smoking, no weapons, and drug free policies. 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 pricing must include installation, setup, configuration, cleanup, and maintenance fees. When installation is complete, the vendor's connectivity equipment must be connected to the existing Anniston City School's District network and in working order.
- Current VLAN configuration, subnet scheme, and routing must remain unchanged.
- Network Switches must be POE and have any required licensing (which includes any licensing above the base level required for certain routing features (OSPF Connections) for the main MDF switch.
- Include removal of old switch equipment and locate to a designated area at the school.
- The Vendor must use supplied cat6 patch cables to connect new switch equipment.
- 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 project.
- The Vendor must provide information on any Specializations and/or Certifications of your company and employees to design and implement equipment proposed in your solution.
- 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).
- At the completion of the bid, the vendor must provide a detailed spreadsheet that includes the model, serial number, location, and other relevant details of each device at every location.
- If Anniston City Schools does not receive E-rate funding, all contracts shall be voided.

EVALUATION:

- Anniston City Schools will award based on the vendor submission that best meets the needs of the school system regarding the technology plan, future growth, and RFP specifications, not necessarily the lowest price even though price will be a primary factor.
- Anniston City Schools may elect to award all, some, or none of the services bid.
- Anniston City Schools reserves the right to reject any or all of the bids or any items of any bids, to waive any informalities in bids received, and to waive technical errors so that the best interest of Anniston City Schools will thereby be promoted.
- Equipment must be compatible with current core switch and management software. (Cisco Meraki or Equivalent)

EVALUATION CRITERIA: The provider will be selected based on the most cost-effective solution based on the following criteria:

Total Price for E-Rate Eligible Equipment / Service	40%
Compatibility and functionality with existing equipment	30%
Prior experience with product or service/References	15%
Bid Completeness to RFP	15%

DISQUALIFICATIONS:

If one or more of the following occur, then the entire bid will be disqualified. A disqualification means that the bid will not be accepted, evaluated, or considered.

- The bid is received after February 19, 2025, at 12:00 pm.
- The required bid documentation listed in the terms is not included.
- The vendor fails to provide a SPIN.
- The vendor does not currently have a green light status with USAC.
- The vendor does not bid on the project as specifically outlined in the RFP.
- The vendor fails to attend the mandatory walkthrough.

DELIVERY OF SERVICES:

- Work shall be all-inclusive and represent a complete installation. The contractor shall be responsible for all parts, labor, and all other associated apparatus necessary to completely install, test, and turnover for acceptance to the Anniston City School System.
- Work must commence after 4:30 PM and conclude by 7:00 AM on weekdays. For weekend work, all tasks must be completed no later than 7:00 AM on the following Monday.

All questions must be emailed to swainc@anniston.k12.al.us with the subject line “**ACS-25002-Internal Connections Questions**”

All questions and answers will be posted on the mini-quote website. Please check back regularly for updates.

QUOTE FORM

PRODUCTS/SERVICES OR EQUIVALENT

Description	BID PRICE PER	QTY

Equipment \$ _____ Installation \$ _____

Please note any ineligible cost associated with items listed above in response documentation.

Existing Switches

Switch Location	Meraki Switch Description
ACBOE-AHS-IDF-C-Rm-219	MS225-24P
ACBOE-AHS-IDF-G-CareerTechLab-2	MS225-24P
ACBOE-AHS-IDF-F	MS225-24P
ACBOE-AHS-IDF-Super-Lab	MS225-24P
ACBOE-AHS-IDF-B	MS225-24P
ACBOE-AHS-IDF	MS225-24P
ACBOE-AHS-IDF-G-CareerTechLab-3	MS225-24P
ACBOE-AHS-IDF-H-Front Office	MS225-48FP
ACBOE-AHS-IDF-E-Janitor	MS225-48FP
ACBOE-AHS-MDF-48P-1	MS225-48FP
ACBOE-AHS-IDF-G-CareerTechLab-1	MS225-48FP
ACBOE-AHS-IDF-D-Rm115	MS225-48FP
ACBOE-AHS-MDF-48P-3	MS225-48FP
ACBOE-AHS-MDF-Rack2-1	MS225-48FP
ACBOE-AHS-MDF-48P-2	MS225-48FP
ACBOE-AHS-Upstairs-Teachers-Lounge	MS225-48FP
ACBOE-AHS-MS225-1	MS225-48FP
ACBOE-AHS-MM	MS125-24P
ACBOE-Kilby House	MS250-48FP

Bid Tally Sheet

VENDOR	EQUIPMENT	INSTALLATION	BID TOTAL

CERTIFICATION OF COMPLIANCE WITH SPECIFICATIONS

The Undersigned person declares that he or she is legally authorized to bind the firm hereby represented, and that the firm being represented is authorized to do business in the State of Alabama, and hereby certifies that he or she has examined and fully comprehends the requirements of and specifications for the Anniston City Board of Education.

We propose to furnish said items or services quoted and guarantee that, if the order is placed with us, we shall furnish said items in accordance with your specifications and requirements unless otherwise indicated.

COMPANY NAME: _____

ADDRESS: _____

CITY, STATE, ZIP: _____

TELEPHONE: _____

Authorized Signature

Title

Date

**Vendor Guidelines for Working in
Anniston City Schools**

- **NO illegal substances on school grounds.**
- **NO smoking or vaping on school grounds.**
- **Visible identification required at all times.**
- **Sign in upon arrival, sign out on departure.**
- **NO contact or communication with students.**
- **Appropriate language used at all times.**
- **NO weapons on school grounds.**

Authorized Signature

Date