

**LOWNDES COUNTY SCHOOL DISTRICT
REQUEST FOR PROPOSAL (RFP)
INTERNAL CONNECTIONS
BID OPENING DATE: March 20, 2025 @10:00 a.m.**

I.	MISCELLANEOUS
A.	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 are met. Pictures, descriptions, and specifications shall accompany all bids.
B.	All bidders must use our Bid Response Form for submitting their bid.
C.	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.
D.	It is the bidder’s responsibility to comply with all local, state, and federal laws as they apply to this bid.
E.	Lowndes County School District is exempted from all sales and use taxes under the provisions of Title 40, Chapter 23, Section 4 (15), Code of Alabama, 1975.
F.	Bid price is to be all inclusive with no further charges made against the Lowndes County School District Board of Education.
G.	Contracts over \$10,000 require compliance with Equal Employment Opportunity Regulations, The Clean Air Act, The Clean Water Act, and Environmental Protection Agency Regulations, and E-verify
H.	If the bid amount is \$10,000.00 or more a certified check or bid bond, payable to the Lowndes County School District 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 accompany the bidders' proposal. Said bond will remain in effect until the contract is completed.
I.	The Lowndes County School District Board of Education is an equal educational opportunity agency and prohibits discrimination in any of its educational programs, including employment, based on 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.
J.	The final awarding of this bid will be made by the Lowndes County School District Board of Education based on a recommendation from the Superintendent.
K.	If you choose not to bid, please return the invitation to Lowndes County School District and state the reason. Failure to respond may be cause for your name to be removed from our bid list.
L.	Lowndes County School District reserves the right to reject any and all bid proposals if deemed necessary.
M.	All vendors must have a valid Service Provider Identification Number with the Schools and Libraries Division of the Universal Service Administrative Company.
N.	Lowndes County School District will review all proposals for service utilizing guidelines outlined by the Alabama State Bid Law and USAC-SLD E-Rate funding.
O.	Vendor must have been in continuous business for a minimum of 3 years and must be the provider, not a reseller of services requested.

Bid No. <BMIC- YR2025

P.	The School District 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, installation performance, poor billing and customer service services, and failure to maintain status as an authorized representative of services.
Q.	The Vendor must invoice the Schools and Library Division (SLD) directly (generate a Service Provider Invoice, FCC Form 474) for the discounted portion of each bill in accordance with SLD regulations. The school district will only be invoiced for the undiscounted portion.
R.	Lowndes 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.
S.	It is understood that, except as otherwise specifically stated in this RFP, the Vendor must provide their own tools needed to perform the required diagnosis and repair of equipment or software. Lowndes County School District will however, provide any required equipment components, materials or licenses needed to complete the repair and upkeep of District equipment or software (does not include tools).
T.	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.
U.	The Vendor and his representatives shall follow all applicable school district regulations while on Lowndes County School District 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.
V.	<p>Before the start of services, the Vendor shall furnish to Lowndes County School District a Certificate of Insurance showing compliance within the following limitations and is required to maintain this insurance for the duration of the contract:</p> <p>Below is a list of the insurance coverage that must be procured and maintained by The Vendor at his own expense:</p> <ul style="list-style-type: none"> ● Personal injury, including death. Limits of \$1,000,000.00 for each person and \$1,000,000.00 for each accident. ● Property Damage limits of \$1,000,000.00 for each accident and \$5,000,000.00 for the aggregate.
W.	Any changes, additions, or modifications to the bid request will be posted to the Lowndes County School's website at the previously listed location. It is the responsibility of the vendor to check the website for any changes to the bid request.
X.	Award will be made to the responsible bidder offering a proposal that is deemed the most acceptable and advantageous to the Lowndes County School system.
Y.	Sealed bids must be submitted before the bid opening scheduled for March 20, 2025, at 10:00 a.m., along with any required supporting documentation to the Lowndes County Board Of Education, Form #250023426 80 Commerce St., P.O. Box 755, Hayneville, AL 36040, Attention: Dr. Mathews. Any bids received after 3:00 p.m. on March 19, 2025, will not be opened or considered. No fax or electronic bids will be accepted.

II.	REQUEST FOR PROPOSAL
A.	Point of Contact: Dr. Benitha D Mathews, 80 Commerce St. Hayneville, AL 36040, Email: bmathews@lowndesboe.org
B.	Background and basic description of the requirement: Lowndes County School District has local area networks at each of the locations listed in Attachment 1 which provide the necessary equipment and software enabling the school sites to communicate, conduct educational activities, and access the Internet. Lowndes County School District is seeking bids for purchases of new equipment of internal connections to support the network further.
C.	The contract will be awarded for 12 months (July 1, 2025 – June 30, 2026) contingent upon approval of E-rate funding.

III.	Quotes for Equipment										
A.	<p style="text-align: center;">Cisco or Equivalent</p> <p>For a manageable and self-adjusting wireless LAN, we require a controller-based system rather than the individual or autonomous access points. To get the most use out of the wireless LAN, we require full coverage for each facility rather than just partial coverage since more and more devices are becoming wireless-enabled (laptops, PDAs, IP phones, etc.). We require the appropriate model Cisco 4400 series wireless LAN controller to support the number of access points necessary for full coverage. Access points shall be either the 1100 or 1200 series with the appropriate antenna configuration to provide the required full coverage. In addition, the wireless solution must have the capability to centrally manage all access points for the entire district. The wireless solution must also have the capability to track RFID assets and track/detect rogue access points. Responding contractors will be responsible for providing CAT5 cabling to each access point based on BISCO standards.</p> <p>Please provide a quote for the following equipment:</p> <table border="0"> <thead> <tr> <th><u>Quantity</u></th> <th><u>Description</u></th> </tr> </thead> <tbody> <tr> <td>30</td> <td>48p PoE+</td> </tr> <tr> <td>?</td> <td>Cat 5 Cabling</td> </tr> <tr> <td>9</td> <td>Racks (to hold switches)</td> </tr> <tr> <td>9</td> <td>Backup Batteries (500-750+ Watts)</td> </tr> </tbody> </table> <p>Facilities: 8 Schools & Central Office Equipment Supported that is required to provide internal connections services to these schools: Lowndes Middle, Calhoun High, Central Elementary, Central High, Fort Deposit Elementary, Hayneville Middle, & Jackson Steele Elementary; Lowndes County Area Vocational Center, Number of Classrooms: 265 plus</p> <p>Common equipment providing support to the 9 school sites:</p> <ul style="list-style-type: none"> • Cisco Call Manager (Quantity 1) 	<u>Quantity</u>	<u>Description</u>	30	48p PoE+	?	Cat 5 Cabling	9	Racks (to hold switches)	9	Backup Batteries (500-750+ Watts)
<u>Quantity</u>	<u>Description</u>										
30	48p PoE+										
?	Cat 5 Cabling										
9	Racks (to hold switches)										
9	Backup Batteries (500-750+ Watts)										

Lowndes Middle School

MDF:

1 Cisco 3750 24p fiber

2 Cisco 3750 24p PoE

1 Cisco 2960 49p PoE

1 Cisco 24p fiber

Cafe IDF

1 Cisco 2960 8p PoE

6 switches

Classroom Switches:16

Calhoun High School

Band IDF:

1 Cisco 2960X 24p PoE

Capstone Lab IDF:

1 Cisco 2960X 24p PoE,

1 Cisco 2950 24p

Gym IDF:

1 Cisco 2960X 24p PoE,

1 Cisco 2950 24p

MDF:

1 Cisco 4506(3 blades),

1 Cisco 3850 48p FX,

1 Cisco 2960X 24p PoE,

1 Cisco 2960X 48p PoE

Workroom IDF:

1 Cisco 2950 24p,

1 Cisco 2960S 24p,

1 Cisco 2960X 24p,

3 Cisco 3750 stacked

15 switches

Classroom Switches: 27

Central Elementary

Admin Bldg MDF:
1 Cisco 3750 24p fiber,
1 Cisco 3750 24p PoE,
1 Cisco 2960x 24p PoE

ClassRm Bldg IDF:
1 Cisco 2960x 24p PoE,
1 Cisco 3850 24p fiber,
2 Cisco 3750 24p fiber,
1 Cisco 3750 24p PoE

CES Library MDF:
1 Cisco 2960x 24p PoE,
1 Cisco 3750 24p fiber,
1 Cisco 3750 24p PoE

13 switches

Classroom Switches: 37

Central High School

MDF:
1 Cisco 4506(3 blades),
1 Cisco 2960X 48p,
1 Cisco 3850S 48p,
1 Cisco 2960 24p

4 switches

Classroom Switches: 23

Fort Deposit Elementary

MDF:
2 Cisco 3750 24p fiber
1 Cisco 3750 24p PoE
1 Cisco 3850 48p fiber
1 Cisco 2950 12p
1 Cisco 2960 48p PoE

6 switches

Classroom Switches: 27

Hayneville Middle School

MDF:

1 Cisco 2950 16p

2 Cisco 3750 24p fiber

1 Cisco 3750 24p PoE

2 Cisco 2960 24p PoE

1 Cisco 3850 48p fiber

1 Cisco 2960 48p PoE

9 switches

Classroom Switches: 16

Jackson Steele Elementary

MDF:

1 Cisco 2950 16p(not being used)

1 Cisco 2960 48p PoE

1 Cisco 3850 48p fiber

1 Cisco 3550 24p fiber

1 Cisco 3750 24p PoE

2 Cisco 3750 24p fiber

1 Cisco 2950 24p

2 Cisco 2960S 24p

10 switches

Classroom Switches: 22

Lowndes County Area Vocational Center

Bid No. <BMIC- YR2025

	<p>MDF: 1 Cisco 3850 24p, 1 Cisco 3750 24p, 1 Cisco 3750 24p PoE</p> <p>3 switches</p> <p>Classroom Switches: 10</p>
B.	<p>Purchase orders may be placed by the Board or by individual schools. Deliveries must be made free of charge to whatever location is listed on the Purchase Order.</p>
C.	<p>The vendor is required to provide separate pricing for Erate eligible and ineligible services. Lowndes County School District reserves the right to award to a single vendor for both Erate eligible and ineligible services, to different vendors for each service, or to reject all bid proposals if deemed necessary.</p>
D.	<p>No quantities are guaranteed.</p>
E.	<p>The System may purchase any number of components as needed. Adding additional components after an initial purchase will not result in additional costs other than for that component and any related setup. Vendors must be prepared to honor their pricing no matter how many systems or components are purchased or not purchased.</p>
F.	<p>The number of days required for delivery and setup must be stated and will become a part of the terms of this bid contract.</p>
G.	<p>All warranties must be clearly stated. Technical support numbers must be provided. Cost of installation, if any, must be clearly stated.</p>
H.	<p>Vendor must provide a toll free number for emergency technical support Monday-Friday 7:00 a.m. to 5:00 p.m. as a minimum.</p>
I.	<p>Vendor must attend a mandatory site visit/survey to all facilities identified to receive services specified in this bid proposal prior to the vendor submitting a response to the bid. The date and time for site visitation is: March 6, 2025, at 10:00 a.m. at Lowndes County School District, 80 Commerce Street, Hayneville, AL 36040. Failure to attend mandatory site visit/survey will disqualify vendor.</p>
J.	<p>Vendor must have verifiable accounts and provide references for a minimum of 3 other customers for whom company has provided similar size and scope of services under Erate funded contracts.</p>

IV. Questions Concerning Specifications

Vendors that have questions regarding bid specifications must submit their questions in writing to the Technology Coordinator at bmathews@lowndesboe.org, no later than **March 13, 2025**.

V. Basis of Award

In keeping with the guidelines of USAC, this bid 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

Bid No. <**BMIC- YR2025**

may be prior experience, including past performance, personnel qualifications, including technical excellence; management capability, including schedule compliance; environmental objectives; and flexibility of leasing terms and arrangements. **Lowndes County** School District does not guarantee award of a contract and reserves the right to reject all bids.

Bid No. <BMIC- YR2025

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

Factor	Weight
Price of Eligible Products and Services	50%
Prior Experience	20%
Personnel Qualifications/Experience	10%
Price for ineligible products & Services	10%
Local or in-state Vendor	10%
TOTAL	100%

V. Required Attachments

- A) Completed & Signed Bid Response Form (2 pages)
- B) Bid Bond or certified check
- C) Documentation verifying vendor is a valid E-Rate provider with an approved SPIN.
- D) Certifications
- E) Descriptions of Staff Personnel Qualifications/Experience
- F) References of a minimum of 3 other customers for whom the company has provided similar size and scope of services under Erate-funded contracts

Failure to provide the required information in the specified manner may be a basis for the bid in its entirety to be thrown out without consideration.

Attachment 1

CALHOUN HIGH SCHOOL

CENTRAL ELEMENTARY SCHOOL

CENTRAL HIGH SCHOOL

FORT DEPOSIT ELEMENTARY SCHOOL

HAYNEVILLE MIDDLE SCHOOL

JACKSON - STEEL ELEMENTARY SCHOOL

LOWNDES CO AREA VOC SCHOOL

LOWNDES COUNTY MIDDLE SCHOOL

LOWNDES COUNTY PUBLIC SCHOOLS CENTRAL OFFICE

**Lowndes County School District
Request for Proposal (RFP)
Internal Connections**

Form #250023426

**Bid Opening Date: March 20, 2025 at 10:00 a.m.
Sealed Bids are accepted until 3:00 p.m. on March 19, 2025.**

Bid Response Form (Page 1 of 2)

NAME OF FIRM: _____

ADDRESS OF FIRM: _____

E-rate SPIN: _____

NAME (TYPE OR PRINT): _____

***AUTHORIZED SIGNATURE:** _____

DATE: _____ **TELEPHONE:** (____) _____

***Signature certifies the proposed solution and services meet all requirements outlined in the Sections I – III and the Vendor will comply with all specified requirements unless exceptions are noted below.**

.....

EXCEPTIONS TO SPECIFICATIONS AND/OR COMMENTS

Bid Response Form (Pg 2 of 2)

Lowndes County Pricing Sheets
 Infrastructure Upgrade
 Due Date: March 20, 2025 @ 10:00 a.m.

Erate Eligible Equipment

Erate Eligible Infrastructure Equipment (Includes Cisco Switches and UPS Units)				
Location / School Site	Network Equipment	Cisco Smartnet	Installation	Total
Lowndes Co. Board of Education				
Calhoun High School				
Central Elementary School				
Central High School				
Fort Deposit Elementary School				
Hayneville Middle School				
Jackson-Steele Elementary School				
Lowndes Middle School				
Lowndes County Career Technical Center				
TOTAL				

Erate Eligible Cabling (Network Cat5e Cabling Drops)			
Location / School Site	Cabling Materials	Labor	Total
Lowndes Co. Board of Education			
Calhoun High School			
Central Elementary School			
Central High School			
Fort Deposit Elementary School			
Hayneville Middle School			
Jackson-Steele Elementary School			
Lowndes Middle School			
Lowndes County Career Technical Center			
TOTAL			

Erate Eligible Servers (Network Servers (DHCP, DNS, Domain Controller))				
Location / School Site	Cisco Servers	Cisco Smartnet	Installation	Total
Lowndes County Board of Education				
			TOTAL	