

**ST. TAMMANY PARISH SCHOOL BOARD
COVINGTON, LA**

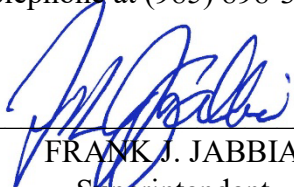
**REQUEST FOR PROPOSALS ON
WIRELESS NETWORK, 2025 – 2026**

1. The St. Tammany Parish School Board (STPSB) will receive written proposals until 3:00 PM on Wednesday, October 8, 2025. All proposals shall be either hand delivered or sent via registered or certified mail, UPS or FedEx with a return receipt requested to the St. Tammany Parish School Board Office located at 321 N. Theard Street, Covington, Louisiana 70433, in a sealed envelope clearly labeled on the **outside: “RFP #205 – WIRELESS NETWORK 2025-2026 – OCTOBER 8, 2025”.** All proposals arriving after the above date and hour will not be considered.
2. Proposals may also be submitted electronically at www.centralbidding.com.
3. You may find related proposal materials including detailed specifications necessary to complete you Request for Proposal at www.centralbidding.com and/or www.stpsb.org.
4. Vendors submitting proposals via mail or delivery must include an original proposal, six (6) copies and an electronic copy (i.e. flash drive, USB drive, CD, etc.). Vendors must also include all fully executed, **original** attachments relative to this Request for Proposal. The attachments associated with this Request for Proposal are the enclosed Proposal Information Form (page 23) Contract Provisions for Procurement Contracts (Attachment A) in the event Federal funds are used for any portion of this purchase, STPSB Contract Addendum (Attachment B), the Affidavit for Compliance with Section 889(a)) of the Fiscal Year 2019 National Defense Authorization Act (Attachment C), Certification Regarding Lobbying (Attachment D), The Debarment and Suspension Certification Form (Attachment E), Non-Collusion Statement (Attachment F) and Firearm Discriminatory Act 587 (SB 234) Disclosure (Attachment G). **Proposals submitted without the fully executed originals of all attachments will be considered non-responsive.**
5. Proposals submitted electronically via www.centralbidding.com, must provide all fully executed attachments relative to this Request for Proposal. The attachments associated with this Request for Proposal are the enclosed Proposal Information Form (page 23) Contract Provisions for Procurement Contracts (Attachment A) in the event Federal funds are used for any portion of this purchase, STPSB Contract Addendum (Attachment B), the Affidavit for Compliance with Section 889(a)) of the Fiscal Year 2019 National Defense Authorization Act (Attachment C), Certification Regarding Lobbying (Attachment D), The Debarment and Suspension Certification Form (Attachment E), Non-Collusion Statement (Attachment F) and Firearm Discriminatory Act 587 (SB 234) Disclosure (Attachment G). **Proposals submitted without all of the fully executed attachments will be considered non-responsive. Vendors submitting electronically must furnish the original fully**

executed Affidavit for Compliance with Section 889(a) of the Fiscal Year 2019 National Defense Authorization Act (Attachment C), upon award.

6. Contractors must be properly licensed by the Louisiana State Board for Contractors, Fire Marshall and any other licensing authority for each scope of work performed. If the total of your proposal is \$50,000 or more, and requires a license, you must show the appropriate license number(s) on the **outer most packaging** of your proposal and submit a copy of the required license with vendor's proposal. **If a license is required, contractor must provide proof.**
7. A Performance Bond in the amount of fifty percent (50%) of the total amount of the order will be required from the successful vendor.
8. Proposals submitted will be evaluated by a committee consisting of at least three (3) members. During the evaluation process, the evaluators may, at their discretion, request any one or all firms/individuals to make oral presentations. Such presentations will provide firms with an opportunity to answer any questions the evaluators may have on a firm's proposal. Not all firms may be asked to make such oral presentations. In the event St. Tammany Parish School Board has a question during the evaluation process, a Committee Member will reach out.
9. The successful bidder(s) shall furnish a Certificate of Insurance within fifteen (15) calendar days following award but prior to start of service. Certificate shall provide for 30-day notice of cancellation, specifically name St. Tammany Parish School Board, its officers, and/or officials as additional insure, and:
 - a. Comprehensive General Liability - \$1,000,000.00 combined single limit. Coverage to include premises, operations, contractor's protective liability, products and completed operation, contractual liability.
 - b. Comprehensive General Automobile Liability Insurance with minimum limits of Bodily Injury – Each Person \$1,000,000.00, Bodily Injury – Each Occurrence \$1,000,000.00, Property Damage – Each Occurrence \$1,000,000.00. Coverage shall be written to include all owned, non-owned and hired vehicles.
 - c. Workers' Compensation – State of Louisiana, Employer's Liability, Statutory requirements \$1,000,000.00. Provide waiver of subrogation in favor of the St. Tammany Parish School Board.
10. It is the intent of the specifications to invite proposals on high quality merchandise. Mentioning a brand, manufacturer and number is done only to establish the standard of quality desired. It is not the intent to eliminate brands of equal quality but instead to set forth and convey to prospective bidders the general style, type, character, and quality of the product desired.

11. Sales tax IS NOT to be included in your proposal price. St. Tammany Parish School Board is exempt from sales tax as provided by LA R.S. 47:301(8)(c). Sales tax exemption only applies to purchases between St. Tammany Parish School Board and the contractor/vendor. Sales tax exemption does not apply to purchases made directly by the contractor/vendor to other companies on behalf of the school board. Those purchases are not sales tax exempt.
12. In accordance with Revised Statute 38:2237 A(9), the School Board may reject all proposals when it is deemed that such action is in the best interest of the School Board.
13. Questions concerning the RFP submittal may be directed at the Purchasing Department at purchasing@stpsb.org. or via telephone at (985) 898-3224.



FRANK J. JABBIA
Superintendent

St. Tammany Parish Public Schools

Request for Proposal (RFP)

RFP #205 Wireless Network 2025-2026

1.1 St. Tammany Parish Public School System Introduction and Profile

The St. Tammany Parish Public School System's current enrollment is approximately 37,000 students. The School System consists of 76 schools and offices. There are approximately 3,500 classrooms in total across the district.

The St. Tammany Parish Public School Board (STPSB) is requesting proposals for a wireless network system for interior academic areas, gyms, auditoriums, cafeterias, and portable buildings of each school and offices. Our objective is to review, purchase, and have a vendor install a wireless network system that is secure and capable of providing dense, high-speed wireless connectivity.

The system must utilize commercially available high-end equipment, a Category 6 cabling infrastructure and be able to perform advanced security, monitoring and preemptive defensive procedures available today. STPSB expects seamless roaming from site to site by mobile clients and the ability to detect rogue clients and access points. The system must be centrally managed from the Information Technology Department. The system must integrate with Active Directory and support Active Directory authentication and nested groups. Further, the proposed system must fully integrate with the existing Cisco and Extreme-based wired network infrastructure and systems throughout the district. STPSB will be using the system for both internal (teacher/student/administrator) and external (guest) access to designated resources within our network.

The St. Tammany Parish School Board (STPSB) is interested in the total scope of services offered by the vendors who have a focus on providing secure wireless solutions. STPSB is seeking a complete system from installation of wiring of the access points with two CAT6 cables per point. Conduit is required for any exterior cable runs and any exposed cabling below the ceiling to configuration of any and all wireless system components. STPSB is seeking a vendor that has broad and demonstrated experience in wireless access in school systems similar to STPSB.

STPSB invites you to submit a response for such solutions that satisfy the specifications in this request. A system that provides a solution to this challenge is highly desirable. An Erate application will be involved in this purchase, and the installation will be begin no earlier than July 1, 2026.

The STPSB network backbone consists of Cisco and Extreme equipment. The schools, offices and other remote locations are connected to the Information Technology Department building via fiber optic cabling. All locations have circuits that are connected via 10 Gigabit fiber to the IT Department. Currently all schools have their own switched network with a Cisco 4500 Layer 3 switch facing the I. T. department.

STPSB currently has two Clearpass Servers and one Airwave Server with a total of 3,592 total Aruba access points. 3,548 Aruba access points are the 325 series and 44 Aruba access points are the 635 series. They are setup as an Aruba Instant Deployment with one controller per site but there are some exceptions where controllers are shared. STPSB also has outdoor wireless bridges that will not be replaced and are not part of this RFP. Each access point currently is wired with a single CAT6 cable. Current cabling will not be reused; new cabling must be installed. The ceiling

types vary for each school. Most are drop ceilings, but some are solid. Ceiling heights vary between 8ft to 60ft. Wireless coverage is not required in outdoor areas between buildings.

1.2 Instructions to Vendors

It is requested vendors keep their responses concise and to the point while still providing a complete response to the request. The selection committee will review each response in relation to the evaluation criteria listed in this Request for Proposal (RFP).

Proposals mailed or delivered to the St. Tammany Parish School Board must be received and stamped at the address below by 3:00pm on Wednesday, October 8, 2025. Any proposals submitted after that time will be disqualified and returned unopened. All proposals should be typed or legibly written and submitted in a sealed envelope clearly labeled **on the outside**: RFP #205 Wireless Network 2025-2026. Packets must include an original, six (6) copies, and an electronic copy (i.e., flash drive, USB drive, CD, etc.).

Proposals delivered to:

St. Tammany Parish School Board
Attn: Purchasing Department
RFP #205 Wireless Network 2025-2026
321 N. Theard Street
Covington, LA 70433

Vendors submitting proposals via mail or delivery must include completed, fully executed originals of the all attachments. The attachments associated with this RFP are the enclosed Proposal Information Form (page 23), Contract Provisions for Procurement Contracts (in the event Federal Funds are used to make any purchase from this RFP) (ATTACHMENT A), STPSB Contract Addendum (ATTACHMENT B), the Affidavit for Compliance with Section 889(a) of the Fiscal Year 2019 National Defense Authorization Act (ATTACHMENT C), the attached Certification Regarding Lobbying (ATTACHMENT D), the Debarment and Suspension Certification Form (ATTACHMENT E), Non-Collusion Statement (ATTACHMENT F), and Firearm Discriminatory Act 581 (SB 234) Disclosure (ATTACHMENT G). **Proposals submitted without the fully executed originals of all attachments will be considered non-responsive.**

Proposals may also be submitted electronically at www.centralbidding.com, no later than 3:00pm Wednesday, October 8, 2025. Vendors submitting proposals electronically via www.centralbidding.com must include all attachments completed and fully executed. The attachments associated with this RFP are the enclosed Proposal Information Form (page 23), Contract Provisions for Procurement Contracts (in the event Federal Funds are used to make any purchases from this RFP) (ATTACHMENT A), STPSB Contract Addendum (ATTACHMENT B), the Affidavit for Compliance with Section 889(a) of the Fiscal Year 2019 National Defense Authorization Act (ATTACHMENT C), the attached Certification Regarding Lobbying (ATTACHMENT D), the Debarment and Suspension Certification Form (ATTACHMENT E),

Non-Collusion Statement (ATTACHMENT F), and Firearm Discriminatory Act 581 (SB 234) Disclosure (ATTACHMENT G). **Proposals submitted without the fully executed attachments will be considered non-responsive. Vendors submitting electronically must furnish the original fully executed Affidavit for Compliance with Section 889(a) of the Fiscal Year 2019 National Defense Authorization Act (ATTACHMENT C), upon award.**

Questions regarding the RFP will be accepted via email to questions@stpsb.org until 4:00pm on Wednesday September 24, 2025. For questions concerning RFP submittal, email the Purchasing Department at purchasing@stpsb.org. EMAIL SUBJECT LINE SHOULD READ **RFP #205 Wireless Network 2025-2026**

As part of the RFP response, there is a MANDATORY site survey starting on Monday September 15, 2025. The site survey will begin at 8:00am at the Information Technology Building located at 215 W. 17th Ave. Covington, LA 70433. The site visit will consist of a walkthrough of an Elementary, Middle, Jr. High, and High School. The site visit will NOT include every school in our district. Vendors are required to visit each site in the site survey. Vendors are required to supply their own transportation. No visits may take place without an I.T. representative. No consideration will be given to any claims for additional cost based on a lack of knowledge of existing conditions.

1.3 General Requirements

The STPSB does not claim to have included every possible and necessary piece of equipment or software. The vendors are obligated to inform the STPSB of, and include in their response, any components that may not be requested but are necessary for a successful complete solution.

The STPSB reserves the right to reject any proposal. The STPSB reserves the right to reconsider any proposal submitted at any phase of the procurement. The STPSB also reserves the right to meet with select vendors at any time to gather additional information. Furthermore, the STPSB reserves the right to delete or add functionality until the signing of the final contract.

All third-party hardware/software solutions proposed as part of this package are subject to the same guidelines of this RFP, unless otherwise stated.

Indemnification and Institution Requirements: The successful vendor shall agree to indemnify St. Tammany Parish Schools, its Board, its officers and employees against loss or damage (including reasonable attorney's fees and other costs of litigation) caused by the successful vendor's negligent acts or omissions or the negligent acts or omissions of the successful vendor's agents or employees.

The successful vendor shall agree to defend any suit against St. Tammany Parish Schools alleging

injuries or damages arising out of the service provided however, that nothing contained therein shall require the successful vendor to defend or indemnify St. Tammany Parish Schools for injuries or damages arising out of the negligence of St. Tammany Parish Schools, its agents, or employees.

Contract Law: Any contract and/or purchase order(s) resulting from this RFP will be subject to the laws of the State of Louisiana and all other applicable statutes. The Vendor must consent to and yield to the exclusive venue and jurisdiction of the 22nd Judicial District Court for the Parish of St. Tammany, and waive any and all claims of entitlement to removal of any case from this jurisdiction, including any removal of any claim to any Federal Court, in connection with any proposal. The total contract and/or purchase order(s) will include only the negotiated and executed contract and/or purchase order(s), STPSB Contract Addendum (ATTACHMENT B), and the vendor's response to this request for proposal.

Contract Assignment: In no circumstance may any portion of the operation or of any negotiated and executed contract and/or purchase order(s) for the solution may be sublet, subcontracted, or otherwise assigned by the vendor without the prior written consent of St. Tammany Parish Schools. If approved, all responsibilities rest with the primary vendor, and the vendor is required to manage the project installation through to completion. The vendor must provide details on the use of any/all approved subcontractors.

Vendor Expense: The STPSB will not be responsible for any expenses incurred by any vendor in the development of a response to this request including any onsite (or otherwise) interviews, presentations, supplemental information provided, submitted, or given to the STPSB or its representatives. Furthermore, the STPSB reserves the right to cancel work described herein prior to issuance and acceptance of any contractual agreement or purchase order by the recommended vendor even if the STPSB has formally accepted a recommendation.

Facilities: The vendor shall protect all buildings, equipment, ceiling materials, personal items, trees, shrubs, lawns and all landscaping on School Board property from damage. In the event of damaged property resulting from work on this project, vendor shall be repaired or replaced at the vendor's expense. Labor shall be included in all restoration of buildings or grounds broken up during the installation of this project.

Upon completion of each work day, the vendor must remove all tools, equipment, rubbish, and debris from the premises. Also, leave the premises clean and neat. The vendor is responsible for disposal of all debris through the vendor's outlet. The vendor may not use the STPSB's garbage dumpsters or any other School Board garbage service to dispose of rubbish and debris.

Notice: All documents submitted to the St. Tammany Parish School Board are subject to Louisiana Public Records Law, La R.S. 44:1 et seq., and may be released when public records requests are made by any interested party. If proposer deems any document submitted with this RFP confidential business data, trade secrets, proprietary information, or data not otherwise subject to public disclosure, under La R.S. 44:3.2, 44:4 or 44:4.1, or other provisions of law, the proposer shall clearly mark the documents CONFIDENTIAL prior to submission to the STPSB. Proposer shall clearly and boldly note the specific page numbers on a cover sheet, in bold type,

and clearly mark each page which is considered restricted in accordance with Louisiana law. Proposers self-declaration of confidential, trade secret or proprietary does not automatically protect data from being released.

It is understood that the vendor and their representatives shall follow all applicable school district regulations while on School Board property, including no smoking, no weapons, and drug free policies. All vendors and their representatives must check in with office personnel prior to any on-site work. 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 vendor personnel, that will be on a campus, shall submit to a background check. In accordance with Louisiana R.S. 42.1267, all vendor personnel shall show proof of Cyber Security training to access any of our assets. If vendor will have access to onsite network resources, they must complete the Cyber Security training prior to the start of the project and annually thereafter for the duration of the project.

Upon completion of each work day, the vendor must remove all tools, equipment, rubbish, and debris from the premises. Also, leave the premises clean and neat. The vendor is responsible for disposal of all debris through the vendor's outlet. The vendor may not use the STPSB's garbage dumpsters or any other School Board garbage service to dispose of rubbish and debris.

All work must adhere to all applicable city, parish, state, and federal codes. These include, but are not limited, to building and fire codes.

1.4 Insurance Requirements

Insurance coverage specified below shall be furnished with the following minimum limits:

- A. Workers' Compensation

Applicable State	Statutory	
Requirements	Employer's Liability	\$1,000,000.00
- B. Comprehensive General Liability
\$1,000,000.00 combined single limit. Coverage to include premises, operations, contractor's protective liability, products and completed operation, contractual liability, and broad form CGL endorsement. If exposure warrants, underground, explosion, and collapse are to be included.
- C. Automobile Liability

Bodily Injury - Each Person		\$1,000,000.00
Bodily Injury - Each Occurrence		\$1,000,000.00
Property Damage - Each Occurrence		\$1,000,000.00

Coverage shall be written to include all owned, non-owned and hired vehicles.

Additional Requirements:

Coverage listed in items A, B, and C shall provide for 30-day notice of cancellation, specifically name St. Tammany Parish School Board, its officers, and/or officials as additional insured, and provide waiver of subrogation in favor of the St. Tammany Parish School Board.

1.5 Proposal Format

In order to facilitate the analysis of responses to this request vendors are required to prepare their proposals in accordance with the instructions outlined in this request. Each vendor is required to submit a proposal in a sealed, properly labeled package. Vendors whose proposals deviate from these instructions may be considered non-responsive and may be disqualified at the discretion of STPSB.

Proposals should be prepared as simply as possible while providing straight forward responsive information. Expensive bindings, promotional material, etc., are neither necessary nor desired. Emphasis should be concentrated on accuracy, completeness, and clarity of content. All parts, pages, figures, and tables should be numbered and clearly labeled.

Provide your proposal utilizing the same format and order of major headings as defined within this scope.

Section 1 - Executive Summary

Provide a brief narrative summarizing your company's ability to meet the requirements of this RFP. Please note, the executive summary should include contact information with a valid e-mail address and telephone number.

Section 2 - Company Profile

Describe your company including but not limited to, years in business, general markets serviced, and any distinction of your company relating to the school computing marketplace. Provide evidence that the vendor is a corporation; is in good standing and qualified to conduct business in Louisiana. Please include copies of business licenses and other credentials with relevance to this request. Any material (including letters of support or endorsements from clients) indicative of the vendor's capabilities are also encouraged.

Section 3 – References

Include three (3) references of clients similar to St. Tammany Parish School System who are using the wireless network solution that you are proposing. School district(s) in Louisiana are of particular interest. Please provide the name, address, telephone number, contact name and contact title.

Section 4 - Product Information

Provide any product information for the proposed wireless network solution. Provide any product information such as access points, antennas, POE devices, power requirements, access point controllers, security controllers/software, tracking controllers/software, locating devices and servers if needed to run software in the solution proposed. Our current solution is with Aruba. STPSB will evaluate all complete solutions that are proposed, cloud or on-premise. Any proposal should include, but should not be limited to, the following:

Specifications of Wireless Infrastructure

Access Points (APs) – wireless access points, wall and ceiling mountable. Two CAT 6 cables back to the nearest IDF wiring closet must be included with access point installation (the IT Department will dictate which IDF each access point needs to be wired to). Existing cables will not be reused. STPSB does not have a preferred cabling contractor but have used Lightway Resources for our cabling needs. STPSB does not have a preferred copper cable brand. New racks

or patch panels are not required with the new cabling. New cabling must be yellow in color. Wiring specifications are listed in the Network Performance Specifications section of this document.

Minimum Specifications

- 802.11ac Wave 2 – Wi-Fi – Dual or Equivalent. Must also be backwards compatible to support 801.11a/b/g/n.
- Vendors may bid various options. Equivalent models must meet or exceed the specifications for the Aruba 635.
- **Minimum Specifications for Wireless Access Points:**
 - o QoS features
 - o Four radios: 2.4 and 5 GHz, dual-band WIDS/WIPS, and Bluetooth Low Energy (BLE)
 - o 4-stream 802.11ac Wave 2, up to 2.5 Gbps.
 - o Two × Gigabit Ethernet port.
 - o PoE: 802.3at.
 - o A device-to-AP ratio of 20:1 shall be applied to all classrooms.
 - o Offices areas, large rooms, conference rooms, common areas, cafeterias, gyms, etc. shall have a device-to-AP ratio of 15:1 to accommodate large-group testing. The exact AP count requirement shall be determined by STPSB AFTER all proposals and pricing is reviewed.
 - o Access points shall have a minimum of three transmitters, three receivers, and three 802.11ac spatial streams (4x4:3 MU/SU-MIMO).
 - o All access points shall support dual-band, a two-radio operation such that 2.4 GHz and 5 GHz operations are supported concurrently.
 - o The installed wireless access points shall support advertising a minimum of seven SSIDs simultaneously.
 - o The installed solution shall support auto-channel selection for all access point radios and comply with US government Dynamic Frequency Selection (DFS) requirements.
 - o The installed solution shall allow administratively defining the set of channels used for auto-assignment of both 2.4 GHz and 5 GHz operations.
 - o The solution must support 40MHz-wide channels in 5GHz for 802.11n and 80MHz-wide channels for 802.11ac.
 - o The installed system shall allow restricting the channels used for auto-channel assignment at both global and user-defined group levels.
 - o The installed solution shall support auto-power and customized selection for access point radios.
 - o The installed solution shall support load balancing wireless clients across multiple radios.
 - o The installed solution must support AP enforced band steering between 2.4Ghz and 5Ghz band.
 - o The system shall be able to control IP multicast.
 - o APS shall handoff IP traffic to the local switch and not routed through the controller.
 - o Wireless access points shall connect to the wired network with a minimum of a 1000BASE-TX full-duplex Ethernet.

- o Wireless access points shall support auto-provisioning via DHCP attributes or DNS queries, such that wireless controllers adopt access points, and fully functional without manual configuration.
- o All access points shall comply with 802.3at Power-over-Ethernet standards.
- o System design shall prevent user loss of connectivity in the event of controller/internet failure.
- o Access points shall support over-the-air packet captures without impairment or degradation of client services.
- o Access points shall support rogue access point detection without impacting client services.
- o Access Points in all recreational areas shall be installed within an enclosure capable of withstanding a direct hit from a hard or large ball. The cabinet shall not interfere with APs radio transmissions and must have an industrial design for durability, industrial- grade antenna connectors, and locking options.
- o Access Points shall have internal antennas unless otherwise approved by the STPSB.
- o Access Points shall minimally support 802.11n simultaneously on both the 2.4 GHz and 5 GHz radios.
- o Access Points shall minimally Support 802.11ac Wave 1 on 5 GHz Radio.
- o Must include beam-forming functionality for at least 802.11 a/g/n/ac clients.
- o Must support minimally UNII-2 and UNII-2 Extended bands of 5 GHz.
- o Must incorporate radio resource management for power, channel, coverage hole detection, and performance optimization.
- o Must support Proactive Key Caching and other methods for fast, secure roaming.
- o Must support 802.11w Management Frame Protection.
- o Shall support locally significant certificates on the APs using a Public Key Infrastructure (PKI).
- o Must support the ability to serve clients and monitor the RF environment concurrently.
- o Based on the on-site requirements, all sites that require plenum-rated shall meet the UL2043 standard.
- o The wireless system must be capable of client tracking rogue location and interference reporting.
- o The proposer shall provide the appropriate access point mounting (bracket and clip), as needed, for a ceiling grid or wall installation.
- o Vendor must be available for after-hours installation if necessary.
- **Access Point Options**
 - o The selected Vendor shall make available all-new access point technologies when ratified and available to meet the needs of the STPSB for the term of the contract. Unit pricing bids for Generation 6 wireless access points will be considered.
 - o The selected Vendor shall make available additional access points used explicitly for large areas and outdoor access points to meet the needs of STPSB for the term of the contract.
 - o Any combination of access points may be selected for implementation.
- **System Management**

- o All proposed solutions shall provide system management solutions comparable to Aruba Airwave.
- o The installed system shall provide a management application that allows a single point of configuration for the entire solution, and the ability for a single point of configuration per site.
- o The wireless management application shall support administrative access by multiple users simultaneously.
- o The wireless controller and management application shall support finding wireless host information by MAC address and IP address.
- o The installed solution shall have the ability to classify types of interference observed during any radio frequency monitoring.
- o The wireless management application shall allow role-based access to user-defined groups.
- o All proposed solutions shall provide RADIUS and TACACS+ capabilities to provide Network Access Control for network equipment.
- o All proposed system management solutions must provide capability for Multi-Factor Authentication.
- **Hardware Functionality, Information, Monitoring, and Security:**
 - o Adherence to current industry (Wi-Fi, IEEE, UL) standards for performance.
 - o The use of commercial equipment and quality cabling will be expected.
 - o Provide STPSB the wireless survey simulation tools that will be used to place access points.
 - o Provide STPSB specifics on the use of directional antenna for covering specific areas.
 - o Of particular interest will be how all the devices work together to provide additional features that could not be obtained using disparate equipment.
 - o Hardware and system survivability and redundancies will be evaluated.
 - o Supplied locations where information can be obtained on proposed equipment independent of the vendor, such as web, newsgroups and mailing list and how well information on the proposed equipment is communicated in the proposal.
 - o How well did the proposal cover the monitoring and security equipment capabilities?
 - o The depth of features of the monitoring portion of the proposal and the thoroughness of the security solution.
 - o Supply – how quickly can equipment be on site
- **Technology:**
 - o How well the technology has kept up with current standards and the proposed equipment's ability to be upgraded to new wireless standards on the horizon.
 - o Expected end of life, end of service, and end of sale dates will be important.
 - o The ability of the devices to cover the interior of buildings without affecting the neighboring spaces.
 - o Attention will be given to the tools and methods used to do the site surveys after the RFP is awarded.
- **Training, Support, References, and Experience:**
 - o Description of training for STPSB system representatives on configuration of devices, monitoring procedures and security tools.

- o The vendors total support environment will be evaluated including, but not limited to, available support and response times to hardware and software problems and questions.
- o Vendor's previous record of performance and service within a Pre-K through 12 school environments.
- o Vendor's and equipment manufacturer's years of experience and leadership in the wireless arena will be important.
- o Each vendor should submit recommendations for an enterprise installation.

Section 5 – Proposal Designs and Assessments

Submit the overall design of the project including a network view of the system (including controller locations), explanation of inter-working components, and any assessments. Include timelines and project management. STPSB does not have a proposed timeline for the complete installation for all schools and admin facilities, but it is expected that the project will be completed as quickly as possible.

Section 6 – Security/Monitoring

Describe security features that are included with the proposed design. How will the proposed system defend against rogue devices and clients? Include the monitoring capabilities and design, as well as plan for recovery from failure.

Section 7 – Technology

Describe the “end of life” schedule for the products you are purposing. What are the optimal and minimal network requirements? What are the optimal and minimal server requirements? Does the software integrate with Microsoft Active Directory? How are updates handled for the devices and software you are proposing? Describe the user management format.

Section 8 - On-going Support Services

Describe the warranty, support, training, and possibly maintenance schedule depending on RFP. Describe the services and support available after completion of the initial implementation. Include training of staff and telephone support (hour's available, normal response time after initial call, support communication capabilities [telephone, email, Internet] and remote diagnostic capabilities). Describe any quality assurance programs you have in place and how product maintenance and enhancements are addressed. Describe the documentation you will supply and include samples. Does your company support an online user group for devices and software? Does your company offer a trade-in program for old equipment?

Section 9 – Implementation and Training

Please describe your implementation methodology, client / vendor roles and responsibilities of the implementation and necessary client resources for a successful implementation. Describe your proposed training program to properly train our IT support staff. Include a proposed timeline. Each vendor must outline their specific plan to accomplish the proposed timeline.

Section 10 - Terms and Conditions

Please provide us a copy of your standard agreement or contract, warranty information, and any exceptions to the request. All firms submitting proposals must submit the most competitive proposal possible. The RFP and response will be part of the contract.

Section 11 - Cost Quotation

Please provide a complete cost summary for all hardware, software, support, installation, wiring, site analysis and training services being proposed. The vendor must supply costs and details to complete all schools and offices as a single project. In addition, the vendor must supply the cost for access points that may be added or deleted from the total solution after the individual site surveys are completed by the chosen vendor. The costs should be listed in summary format but with sufficient detail. Also, it is desired that the price includes all costs associated with maintenance for three and five years. List separately cost quotations for two additional two-year renewals. Cost must include complete solution. Please provide us a copy of your standard agreement and guarantee information. Vendors that do not attend the complete premise survey will not be considered.

	Total Cost for 3 Years	Total Cost for 5 Years	3 Year Renewal After Initial Term	5 Year Renewal After Initial Term
Complete Cost				
Renewal Cost after Initial Term				
List Components Proposed in Solution				

Please expand table if needed

Do you offer pro-rated cost for components (including maintenance, support, etc.) added after install to run consecutive with initial term contract? If so, explain how pricing is determined.

1.6 Evaluation Criteria

EVALUATION CRITERIA	POINTS
Technical (features and references)	20
Availability and Quality of Support Resources	15
Training, Maintenance and Software Updates Availability	15
Product Proposed	20
Cost	30
Total	100

Maps, Conduit, and Square Footage

Copies of school and office maps can be obtained by contacting Jessica Johnson in the IT Department at 985-898-6410. The maps are informational only. These maps are not to scale, nor are the building's physical orientations always correct. The maps will indicate with accuracy the location of Cisco and Extreme switches that currently supply network connections to the school. We will also supply a list of schools including addresses. **Vendors are NOT allowed to approach the schools.**

As a reference below you will find a list of schools and the estimated type and length of conduit needed. Conduit prices and lengths may vary. Please include conduit pricing for each type and length of conduit.

Conduit

Site	1/2"	3/4"	1"	1 1/2"	2"
Abita Springs Elementary					
Abita Springs Middle		100.00			
Abney Early Childhood			250.00		
Abney Elementary			590.00		30.00
Alton Elementary		100.00			
Bayou Lacombe Middle			30.00	20.00	
Bayou Woods Elementary					
Bonne Ecole Elementary		60.00	80.00		
Boyet Jr. High				60.00	
Brock Elementary					
Carolyn Park Middle		80.00	20.00	130.00	
Chahta-Ima Elementary			130.00		
Clearwood Jr. High					
Covington Elementary		80.00			
Covington High					
Creekside Jr. High		130.00		170.00	
Cypress Cove Elementary					
Fifth Ward Jr. High		240.00			
Florida Ave. Elementary	180.00		100.00		
Folsom Elementary		80.00			
Folsom Jr. High		110.00		80.00	
Fontainebleau High		120.00	610.00	70.00	110.00
Fontainebleau Jr. High		100.00			50.00
Honey Island Elementary			90.00		
Lake Harbor Middle					
Lakeshore High				80.00	
Lancaster Elementary		100.00			
Lee Road Jr. High		110.00	200.00		

Little Oak Middle					
Little Pearl Elementary					
Lyon Elementary			60.00	80.00	
Madisonville Elementary					
Madisonville Jr. High		100.00			
Magnolia Trace Elementary					
Mandeville Elementary		100.00			
Mandeville High		280.00			300.00
Mandeville Jr. High					
Gayle Sloan Middle			100.00		
Marigny Elementary					
Mayfield Elementary		100.00			
L.P. Monteleone Jr. High					
Northshore High		130.00		80.00	140.00
Pearl River High		50.00			
Pine View Middle			100.00		50.00
Pitcher Jr. High		120.00	20.00		
Pontchartrain Elementary					
Riverside Elementary		100.00			
Salmen High		150.00			
Sixth Ward Elementary		240.00			
Slidell High				50.00	
Slidell Jr. High		50.00			
St. Tammany Jr. High					
Tchefuncte Middle					
Whispering Forest Elementary					
Woodlake Elementary		170.00	220.00		20.00
Treen Technology Center		100.00			
Slidell Pupil Appraisal					
Thrive					
Operation Jump Start West					
Early Childhood Development Center					
Harrison Curriculum Center		80.00			
Slidell Maintenance			40.00		
Information Technology					
Covington Maintenance					
Brooks Curriculum Center					
Central Office					
Education Center					
Slidell Annex					

Slidell Support Facility					
Central Transportation Office					

As a reference, below you will find a list of schools and the amount of air-conditioned space per school. These numbers also include gyms and other areas that may or may not need wireless coverage. The list is informational only. We expect with these three pieces of information any vendor can predict a reliable total cost of the project. We have asked for prices on individual access points with wiring so in the event of an unforeseen obstacle we can complete the project.

Schools	Conditioned Space		Schools	Conditioned Space
Abita Springs Elementary	91,584		L.P. Monteleone Jr.	80,556
Abita Springs Middle	63,193		Lee Road Jr. High	104,918
Abney Elementary	115,915		Little Oak Middle	123,765
Abney Early Childhood Center	17,985		Little Pearl Elementary	42,125
Alton Elementary	39,770		Lyon Elementary	73,700
Bayou Lacombe Middle	44,621		Madisonville Elem.	137,209
Bayou Woods Elem.	95,073		Madisonville Jr. High	89,839
Bonne Ecole Elementary	88,541		Magnolia Trace Elem.	91,494
Boyet Jr. High	91,265		Mandeville Elementary	75,841
Brock Elementary	53,144		Mandeville High	247,685
Brooks Educational Complex	37,547		Mandeville Jr. High	93,637
CJ Schoen	56,649		Gayle Sloan Middle	76,051
Carolyn Park Middle	72,435		Marigny Elementary	81,627
Chahta-Ima Elementary	63,900		Mayfield Elementary	123,045
Clearwood Jr. High	106,025		Northshore High	203,650
Covington Elementary	81,593		Project Team West	25,007
Covington High	234,224		Pearl River High	113,479
Creeside Jr. High	92,798		Pine View Middle	84,724
Cypress Cove Elem.	102,513		Pitcher Jr. High	91,936
Fifth Ward Jr. High	82,296		Pontchartrain/Tchefuncte	205,038
Florida Avenue Elem.	83,233		Riverside Elementary	81,612
Folsom Elementary	66,916		Salmen High	183,009
Folsom Jr. High	52,118		Sixth Ward Elementary	82,160
Fontainebleau High	301,228		Slidell High School	229,099
Fontainebleau Jr. High	134,332		Slidell Jr. High	106,974

Honey Island Elementary	76,850		Saint Tammany Jr. High	70,515
Information Technology	9,476		Treen Technology Center	23,346
Lake Harbor Middle	80,714		Whispering Forest El.	89,887
Lakeshore High	179,713		Woodlake Elementary	65,028
Lancaster Elementary	160,852		Covington Warehouse	12,676
Early Childhood Development Center	17,000		Slidell Annex	2,344
Slidell Support Facility	20,600		Slidell Warehouse	6,500
Thrive Center	2,300		Transportation Center	15,500
Slidell Pupil Appraisal	5,537		Covington Education Center	20,769
Harrison Curriculum Center	50,766		Transportation Repair Depot	1,524
Pearl River Jr. High	22,670			

Please find our General Network Performance Specs below for reference

General Network Performance Specs

Revised 8/29/2025

This document is used by the St. Tammany Parish School Board as a general network specification guide. Network equipment is always housed in a secure, climate controlled environment such as a closet or cabinet in an air-conditioned room. The main distribution frames (MDF) are typically stored in a network rack in the school's office area. The intermediate distribution frames (IDF) are usually stored in a room with a cabinet in each wing at the school. The two types of cable media used are CAT 6 UTP (or higher) and fiber optics. This is a comprehensive document and any changes or questions should be directed to Louis Boullion, Senior Supervisor Information Technology. This document is intended to provide information on our current data, wireless and camera configurations.

TYPICAL SCHOOL LAYOUT

Every school has a data, wireless, camera, voice, access control, and HVAC network. The MDF closet should be a minimum of 8' x 10' in size. There also must be a minimum of one IDF per (10) classrooms or offices at each school. These IDFs should be purposefully located to economize cable length / runs between IDF and classrooms. During new construction or renovations supplementary CAT6 UTP (or higher) lines must be run for added cameras, wireless access points, and access control.

Offices and Classrooms

Each office or classroom should have a female CAT 6 UTP (or higher) standard eight point eight contact (8P8C) quad outlet on each wall and one in the ceiling for the wireless access points. In the case where an 8P8C outlet cannot be placed on a wall due to an obstruction, it should be placed on the adjacent wall no more than 5 feet away. There should always be at least one AC quad outlet within 3 feet of any 8P8C quad outlet. One AC duplex outlet and one CAT 6 UTP (or higher) is necessary in the center of the wall designated for the whiteboard for a mounted classroom projector or interactive panel.

Vendors should keep in mind that various types of electronic equipment are used in classrooms and throughout the schools. A 2-inch conduit will be required in each classroom where a whiteboard/interactive panel installation will occur. This conduit will be stubbed in the ceiling above the center of the area designated for the whiteboard/interactive panel installation, terminating at a double gang box on the wall at the designated teacher's station to facilitate the necessary connections.

MDF - MAIN DISTRIBUTION FRAME

Typically the MDF closet is located in the office area of the school and is shared with telephone equipment. Access to this room/closet must be from the interior of the building. IDF room locations must be wired to the MDF using CAT6A UTP if less than 300' or single mode fiber optic cable if greater than 300'. Each one of the IDF's are wired back to the MDF closet as it houses the switches, servers, and other equipment. Air conditioning is required in the MDF closet. A temperature of 69.8 degrees is recommended and that the A/C unit is separate from the building's A/C system (Novar, Automated Controls). No power transformers, water pipes, sinks or sprinkler systems can be housed in any MDF location. There should also be at least one 30amp 125V twist lock receptacle, two dedicated quad receptacles, and the AC outlet must be non-switched. A backboard with a #6 ground wire installed and available is required at all MDF locations. Backboards should be ¾", void free plywood that is fire rated, and attached to framing studs, with a minimum available space of 4' x 8'.

St. Tammany currently uses Dell 4210 full size 42U rolling cabinet/rack enclosures that can hold up to 2000 pounds of industry standard 19" wide rack mountable servers and peripherals. The cabinet/rack is accessible from all sides with removable sides and outward opening doors front and back. Cabinet includes vertical cable management. The cabinet measures Height 79", Width 24", Depth 40", and weighs 307 pounds. (The Dell 4210 has been replaced by the Dell Netshelter SX 42U Rack.)

The door to the wiring closet should be 3' wide, when opened the door should swing out. The door must be able to be locked from the outside, and be able to be opened from the inside.

IDF - INTERMEDIATE DISTRIBUTION FRAME

Presently St. Tammany uses Chatsworth model 15320724 wall mounted racks, that can hold 350 pounds of industry standard 19" wide, 24" deep, rack mountable switches and peripherals,

not to be mounted more than 8' from the floor. IDF locations require a backboard that should be ¾", void free plywood and fire rated with a minimum size of 4' x 4' free for network equipment and mounted to the framing studs. IDF room locations must be wired to the MDF using CAT6A UTP if less than 300' or single mode fiber optic cable if greater than 300'. The IDF's should be mounted purposely to economize the use of cable. Air conditioning is required be present in the IDF closet. A temperature of 69.8 degrees is recommended and that the A/C unit is separate from the building's A/C system (Novar, Automated Controls). Also, no water pipes, sinks or sprinkler system can be housed at any IDF location. There should be two dedicated quad receptacles, and the AC outlet must be non-switched.

CABLE MEDIA

GENERAL

- Minimum cable guarantee will be five years for parts and labor.
- All state and local codes and guidelines must be followed depending on the particular type of installation.
- All specifications must be met to ensure that the guarantee provided by the cable or connector manufacture is insured.
- Understand that this is a comprehensive list of specifications.
- All fiber installations must have at least a three year warranty and meet manufacturer's requirements for that warranty.

TESTING

- All testing of communications wiring shall be done during the time of installation. Electronic copies of test results must be provided upon substantial completion of the job.
- Category 6 and 6a UTP cable, both horizontal and backbone shall be tested in accordance with TSB 67. A basic link test shall be run, which includes all level two testing.
- Single mode fiber optic cable link segments shall be tested in one direction at 1310 nanometers and optionally at 1550 nanometer.

COPPER

All copper cable must be 4 pair UTP rated as Category 6 or better, both ends must be terminated using the TIA/EIA-568-B.1-2000 cabling standard. In general, our data cables have a color code of green for cameras, yellow for wireless access points, orange or white for voice, black for access control, and blue or gray for network data cables for IDF to IDF or IDF to MDF connections. Copper must be terminated at a MDF/IDF backboard with a CAT6 or better rated patch panel using the TIA/EIA-568-B.1-2000 straight through cabling standard to a female CAT6 rated connector enclosed in the appropriate faceplate. A 1-meter patch cable must be supplied for each wired patch panel port. The use of plenum cable should be determined by building codes.

As to ensure the safety of our children, all cables that are exposed must be enclosed in conduit or installed within a wall. Where conduit is exposed on walls and terminated to an outlet, the conduit and outlet must be securely attached to one another. Conduit is required between buildings and for exterior cabling.

CAT6 lines enclosed in ceilings do not need conduit but must be run in cable trays or J-Hooks through the buildings structure. Conduit must be used to make the transition from attic/ceiling to MDF/IDF backboard. All POE cables, (Wireless, Camera, and Access Control) must be run and supported in a separate cable tray or J-Hook.

Category 6 specifications do not allow data cables to be run parallel to power cables, nor enclosed in or strapped to the same metal conduit.

All cable runs must be labeled on both ends and copper cables must not exceed 300'.

568-B Wiring



Pair #	Wire	Pin #
1-White/Blue	White/Blue	5
	Blue/White	4
2-Wht./Orange	White/Orange	1
	Orange White	2
3-White/Green	White/Green	3
	Green/White	6
4-White/Brown	White/Brown	7
	Brown/White	8

< 568-B Diagram

568-B. These should be straight through cables from patch panel to wall outlet.

Notes Regarding Making Category 6 UTP (or higher) Patch Cable

1) The RJ-45 plugs are normally made for either solid conductors or stranded conductors. It is very important to be sure that the plug that you use matches the conductor type. It is extremely difficult to tell the difference between the two by looking at them. When you buy these plugs, be sure to categorize, and store them carefully. Using the wrong type can cause intermittent problems.

2) Ordinarily, it would be taboo to untwist the pairs of any category 6a cable. The one exception to this rule is when crimping on RJ-45 plugs. It would be impossible to insert the wires into the channels without first untwisting and straightening them. Be sure not to extend the un-twisting, past the skin point. If you do it properly, you will wind up with no more than 1/2" of untwisted conductors (up to 1/2" of untwist meets the cat 6a specification).

FIBER

All fiber will need to make the transition from indoors to outdoors without patches or splices and a minimum of 3 pair per cable run. All fiber must meet OS1 specifications for single mode. Currently we only use single mode 9/125 duplex single mode OS1 specifications, colored yellow terminated with LC connectors in a light interface unit (LIU). OS1 is a standard single-mode

optical fiber used with wavelengths 1310 nm and 1550 nm (size 9/125 μm) with a maximum attenuation of 1 dB/km (OS1). OS1 is defined in ISO/IEC 11801.

- All fibers must be terminated on a MDF/IDF backboard with a wall or rack mounted enclosure, LIU-Light Interface Unit, terminating fiber with LC connectors.
- Fiber must be enclosed in inter-duct within ceilings, enclosed in EMT conduit outside or under walkways and must include a pull cord available after fiber installation.
- Inside horizontal cable runs in attics must be supported on J-hooks every 4' and incased in orange plastic inter-duct.
- One three-meter patch cord must be supplied for each fiber pair using the current connector configuration. All fiber patch cords must be supplied by the project vendor.
- All cables must have corresponding labels on both ends.

Aerial Attachments

Aerial attachments require a 5/8" eyebolt and guide wire that can support a "slack span tension" of 300 lbs. The eyebolt must be within 24 inches of the required 3" weather head usually placed above the required weather head. All conduits should be 2" EMT using sweeping 90's or 18"x18"x6" J boxes in the turns. Pull cords are required in all weather heads and conduits.

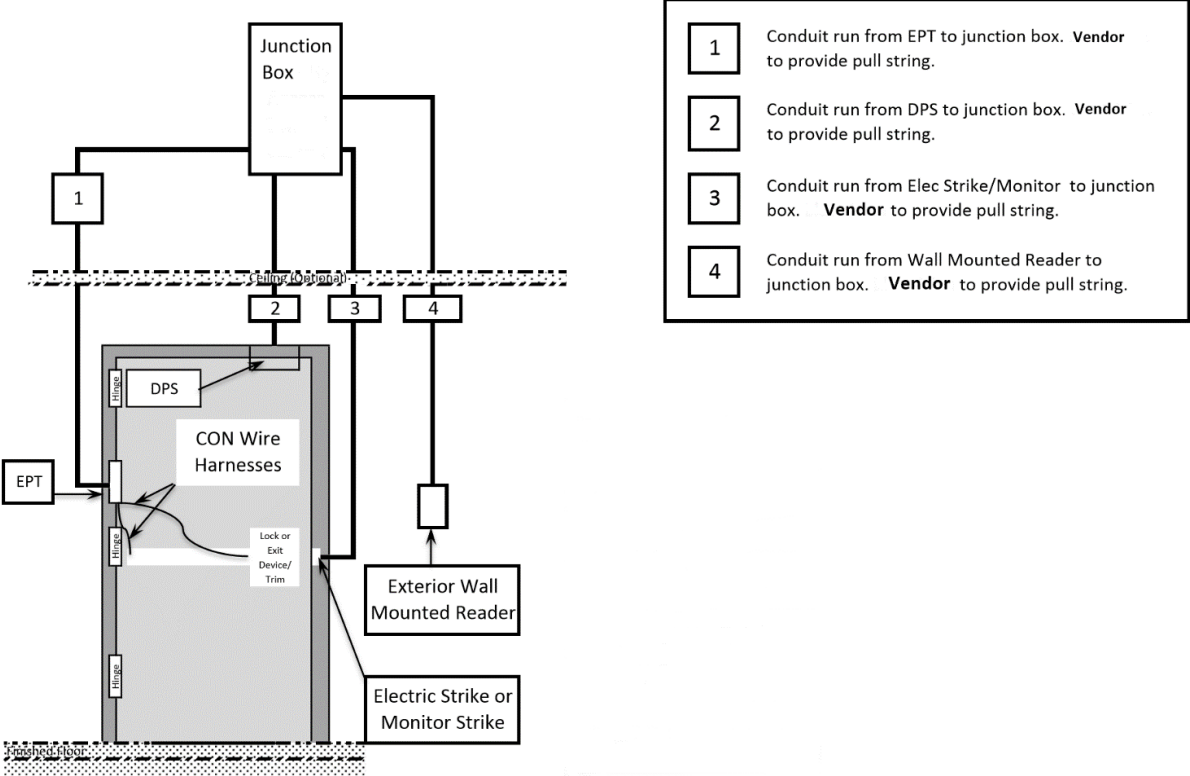
Conduit and underground Boring

Borings should be filled with at least 2" roll pipe terminated on both ends with an 18"x18"x18" or larger handhold. Pull cords and tracer wire are required to be left in all underground conduits. Vertical transitions should use sweeping 90s. Entrances into exterior walls should have a weather proof 18"x18"x6" J box. 90 degree elbows may not be used anywhere. Every 150' of inside conduit requires a pull box, this box should be 18"x18"x6" and the entry and exit points must be directly oppose from each other. Pull cords are required to be left in all conduits.

Access Control Doors

All access control perimeter doors will include a black CAT 6 UTP (or higher) cable with a 15' service loop from closest IDF to a junction box within 10' of the opening above a door. This junction box shall be at least 12" x 12" x 4" deep. All access control perimeter doors in a glass storefront will include a black CAT 6 UTP (or higher) cable with a 20' service loop from closest IDF to a junction box within 10' of the opening above a door. A 1/2" 3/4" EMT conduit in wall from single gang box at exterior wall location for reader controller running back to the junction box housing the CAT 6 UTP (or higher) cable (black). All conduit bends shall be of a minimum 1" radius. No "LB" type fitting shall be utilized. Removable mullions are preferred for double doors, however, if a double door is identified as a delivery point, a mullion may be removed by the added installation of a 120VAC in / 24VDC outpower supply above the door next to the

junction box. 120VAC in / 24 VDC out power supplies are needed in all cases when the electrified door hardware being supplied by the contractor requires 24VDC. The iSonas devices cannot output 24VDC directly. The electronic latch retractors for panic bars always require 24 VDC.



VENDOR CHECKLIST

This checklist is provided as a tool to aid in the completion of your paperwork and should not be utilized in placement of thoroughly reading and following the instructions and specifications documentation. Many proposals must be rejected when respondents simply fail to comply with the required preparation and submission requirements.

- _____ Have you performed a final review of your response to ensure you have included all required documentation?
- _____ Have you verified all amounts to ensure that they are complete and accurate?
- _____ Is your proposal clear, concise, thorough, and easy to follow?
- _____ Does your proposal follow the instructions on pages 2 – 3?
- _____ Does your proposal follow the guidelines and format requirements set forth on pages 3 – 8 of the RFP?
- _____ Is your envelope properly marked? See pages 2 - 3 of the RFP for details.
- _____ Have you included an original copy, six (6) copies, and an electronic copy of the proposal or followed guidelines for online submission?
- _____ Have you included the enclosed Proposal Information Form executed by a duly authorized company official?
- _____ Have you included a fully executed STPSB Contract Addendum (ATTACHMENT B)?
- _____ Have you included a fully executed and notarized Affidavit (ATTACHMENT C) with your proposal? Also, did you send your original form into the office?
- _____ Have you included fully executed Certification Regarding Lobbying (Attachment D), Debarment and Suspension Certification Form (Attachment E), Non-Collusion Statement (Attachment F), and Firearm Anti-Discriminatory Act 581 (SB 234) Disclosure (Attachment G) by an authorized company official?

PROPOSAL INFORMATION FORM

DATE: _____

COMPANY: _____
Legal Name of Agency Submitting Proposal

COMPANY ADDRESS: _____

CONTACT NAME: _____

TELEPHONE NUMBER: _____

EMAIL ADDRESS: _____

SIGNATURE: _____
Company Official (Duly authorized to sign proposals/contracts)

Typed or Printed Name & Title of Company Official

NOTE: THIS FORM MUST BE FILLED OUT AND SUBMITTED WITH YOUR PROPOSAL.

**ST. TAMANY PARISH SCHOOL BOARD
COVINGTON, LOUISIANA**

**REQUIRED CONTRACT PROVISIONS
FOR PROCUREMENT CONTRACTS**

Contractors must adhere to the following contract provisions below, if applicable

Environmental Protection-

- Contractor agrees to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401-7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251-1387).
- Contractor agrees to report each violation to the Federal awarding agency and the Regional Office of the Environmental Protection Agency.

Contractor will be expected to comply with federal statutes in the Debarment Act and the Anti-Lobbying Act.

Debarment and Suspension Certification (Executive Orders 12549 and 12689) –

- A contract award (see 2 CFR 180.220) must not be made to parties listed on the government wide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR part 1986 Comp., p. 189) and 12689 (3 CFR part 1989 Comp., p. 235), "Debarment and Suspension."
- SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549.
- By signing and submitting any bid or proposal for \$25,000 or more, the bidder certifies that their company, any subcontractors, or principals are not suspended or debarred by the general services administration (GSA) in accordance with the requirements in "audit requirements in subpart F of the Office of Management and Budget's Uniform Administrative requirements, cost principles, and audit requirements for federal awards"

Lobbying Certification Byrd Anti-Lobbying Amendment, 31 U.S.C. 1352 (as amended)

Contractors must adhere to:

- Contractors that apply or bid for an award exceeding \$100,000 must file the required certification.
- Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352.

- Each tier must also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the non-Federal award.

Required Certification: If applicable, contractors must sign and submit to the St. Tammany Parish School Board the following certification.

- APPENDIX A, 44 C.F.R. PART 18 – CERTIFICATION REGARDING LOBYING

Procurement of recovered materials-

Contractor must comply with section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act.

In the performance of this contract, the Contractor shall make maximum use of products containing recovered materials that are EPA-designated items unless the product cannot be acquired.

The requirements of Section 6002 include:

- procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 CFR part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item **exceeds \$10,000** or the value of the quantity acquired by the preceding fiscal year exceeded \$10,000
- procuring solid waste management services in a manner that maximizes energy and resource recovery; and
- establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines (2 CFR Part 200.322)

Rights to Inventions Made Under a Contract or Agreement –

- If the Federal award meets the definition of “funding agreement” under 37 CFR §401.2 (a) and the recipient or subrecipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that “funding agreement,” the recipient or subrecipient must comply with the requirements of 37 CFR Part 401, “Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements,” and any implementing regulations issued by the awarding agency.

Davis-Bacon Act (40 U.S.C. 3141-3148) -

In accordance with the statute, Contractor shall comply with 40 U.S.C. 3141-3144 and 3146-3148 and the requirements of 29 C.F.R. pt. 5 as applicable:

- Contractors must be required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor.
- In addition, contractors must be required to pay wages not less than once a week.

Copeland Anti-Kickback Act (40 U.S.C. 3145)

In accordance with the Copeland "Anti-Kickback" Act (40 U.S.C. 3145), as supplemented by the Department of Labor regulations at 29 C.F.R. Part 3:

- Contractor or sub recipient shall be prohibited from inducing, by any means, any person employed in the completion of work, to give up any part of the compensation to which he is otherwise entitled. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency.

Contract Work Hours and Safety Standards Act (40 U.S.C. 3701-3708) -

During the performance of this contract, the contractor agrees as follows:

- Under 40 U.S.C. 3702 of the Act, each contractor must be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours.
- Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week.
- The requirements of 40 U.S.C. 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous.

Other Contract Provisions, if applicable:

During the performance of this contract, the contractor agrees as follows:

1. The vendor shall comply with the following civil rights laws, as amended:

- Title VI of the Civil Rights Act of 1964
- Title IX of the Education Amendments of 1972;
- Section 504 of the Rehabilitation Act of 1973; the Age Discrimination Act of 1975;

Contractor agrees to abide by the requirements of the Americans with Disabilities Act of 1990, as amended:

- Contractor agrees not to discriminate in its employment practices and will render services under this Agreement, and any Contract entered into, without regard to race, color, religion, sex, sexual orientation, national origin, veteran status, political affiliation, or disabilities.
- Any act of discrimination committed by Contractor, or failure to comply with these statutory obligations when applicable, shall be grounds for termination of this Agreement and any Contract entered into as a result of this Agreement.

2. Awarded Vendors must maintain all required books, records and other documents relative to the award of the contract for three (3) years after final payment. If any audit findings have not been resolved, the records shall be maintained as long as required until the audit is closed.

3. Access must be granted to duly authorized representatives of the St. Tammany Parish School Board, the Comptroller General of the U.S., Louisiana State Legislative Auditor or any other applicable government agency or authority to any books, documents, papers and records of the contractor with are directly pertinent to all negotiated contracts.

4. The contractor hereby recognizes the mandatory standards and policies related to energy efficiency which are contained in the State Energy Conservation Plan issued in compliance with the Energy Policy and Conservation Act (PL 94-165).

5. St. Tammany Parish School Board and Contractor agrees to take all necessary affirmative steps to assure that minority-owned and women-owned businesses are used when possible. (2 CFR Part 200.321)

Non-Discrimination Statement:

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, this institution is prohibited from discriminating on the basis of race, color, national origin, sex (including gender identity and sexual orientation), disability, age, or reprisal or retaliation for prior civil rights activity.

Program information may be made available in languages other than English. Persons with disabilities who require alternative means of communication to obtain program information (e.g. Braille, large print, audiotape, American Sign Language), should contact the responsible state or local agency that administers the program or USDA's TARGET Center @ (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339.

To file a program discrimination complaint, a Complainant should complete a Form AD-3027, USDA Program Discrimination Complaint Form, which can be found online at: <https://www.usda.gov/sites/default/files/documents/USDA-OASCR%20P-Complaint-Form-0508-0002-508-11-28-17Fax2Mail.pdf> from any USDA office, by calling (866) 632-9922, or write a letter addressed to USDA. The letter must contain the complainant's name, address, telephone number, and a written description of the alleged discriminatory action in sufficient detail to inform the Assistant Secretary for Civil Rights (ASCR) about the nature and date of an alleged civil rights violation. The completed AD-3027 form or letter must be submitted to USDA by:

1. mail:

U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410; or

2. fax: (202) 690-7442;

3. email: program.intake@usda.gov

This institution is an equal opportunity provider.

My signature below acknowledges my receipt of the above information.

Signature: _____

Printed Name: _____

Company Name: _____

Date: _____

St. Tammany Parish Public School Board Contract Addendum

Louisiana recently enacted new requirements that govern the collection, disclosure and use of personally identifiable information of students. The new laws include increased contract requirements between schools or districts and anyone entrusted with such personally identifiable information. The items listed below are specific requirements necessary for any contract that governs the release of student information.

Sensitive information must be protected at a level that can ensure that only those who are authorized to view the information are allowed access (secure passwords, encryption, etc.) The vendor's network must maintain a high level of electronic protection to ensure the integrity of sensitive information and to prevent unauthorized access in these systems. Regular review of the protection methods used and system auditing are also critical to maintain protection of these systems. Vendor agrees to protect and maintain the security of data with protection security measures that include maintaining secure environments that are patched and up to date with all appropriate security updates as designated by a relevant authority.

In order to ensure that only appropriate individuals and entities have access to personally identifiable student data, organizations must implement various forms of authentication to establish the identity of the requester of the information with a level of certainty that is commensurate with the sensitivity of the data. Each organization must individually determine the appropriate level of assurance that would provide, in its specific environment, reasonable means of protecting the privacy of student data it maintains. No individual or entity should be allowed unauthenticated access to confidential personally identifiable student records or data at any time.

The individual, vendor or entity shall implement appropriate measures designed to ensure the confidentiality and security of personally identifiable information, protect against any anticipated access or disclosure of information, and prevent any other action that could result in substantial harm to St. Tammany Parish Public School Board or any individual identified with the data or information in vendor's custody.

Vendor agrees that any and all St. Tammany Parish Public School Board personally identifiable student data will be stored, processed, and maintained solely on designated servers and that no St. Tammany Parish Public School Board data at any time will be processed on or transferred to any portable or laptop computing device or any portable storage medium, unless that storage medium is in use as part of the vendor's designated backup and recovery processes. All servers, storage, backups, and network paths utilized in the delivery of the service shall be contained within the states, districts, and territories of the United States unless specifically agreed to in writing by a St. Tammany Parish Public School Board employee with signature authority.

Vendor agrees that any and all data exchanged shall be used expressly and solely for the purposes enumerated in the Original Agreement or Contract. Data shall not be distributed, repurposed or shared across other applications, environments, or business units of vendor. As required by Federal and State law, vendor further agrees that no data of any kind shall be revealed, transmitted, exchanged or otherwise passed to other vendors or interested parties.

St. Tammany Parish Public School Board Contract Addendum

Vendor agrees that, as required by applicable state and federal law, auditors from state, federal, St. Tammany Parish Public School Board, or other agencies so designated by the School System, shall have the option to audit the outsourced service. Records pertaining to the service shall be made available to auditors and St. Tammany Parish Public School Board during normal working hours for this purpose.

Vendor agrees to comply with the Louisiana Database Breach Notification Law (Act 499) and all applicable laws that require the notification of individuals in the event of unauthorized release of personally identifiable information or other event requiring notification. In the event of a breach of any of the vendor's security obligations or other event requiring notification under applicable law, vendor agrees to notify St. Tammany Parish Public School Board immediately and assume responsibility for informing all such individuals in accordance with applicable law and to indemnify, hold harmless and defend St. Tammany Parish Public School Board and its employees from and against any claims, damages, or other harm related to Notification Event.

The vendor agrees that upon termination of this Agreement it shall return all data to St. Tammany Parish Public School Board in a useable electronic form, and erase, destroy, and render unreadable all St. Tammany Parish Public School Board data in its entirety in a manner that prevents its physical reconstruction through the use of commonly available file restoration utilities, and certify in writing that these actions have been completed within 30 days of the termination of this Agreement or within 7 days of the request of an agent of St. Tammany Parish Public School Board, whichever shall come first.

Vendor and St. Tammany Parish Public School Board acknowledge that unauthorized disclosure or use of the protected information may irreparably damage St. Tammany Parish Public School Board in such a way that adequate compensation could not be obtained from damages in an action at law. Accordingly, the actual or threatened unauthorized disclosure or use of any protected information shall give St. Tammany Parish Public School Board the right to seek injunctive relief restraining such unauthorized disclosure or use, in addition to any other remedy otherwise available (including reasonable attorney fees). Vendor hereby waives the posting of a bond with respect to any action for injunctive relief. Vendor further grants St. Tammany Parish Public School Board the right, but not the obligation, to enforce these provisions in vendor's name against any of vendor's employees, officers, board members, owners, representatives, agents, contractors, and subcontractors violating the above provisions.

Vendor must have established and implemented a clear data breach response plan outlining organizational policies and procedures for addressing a potential breach, which is an essential step in protecting the privacy of student data. Prompt response is essential for minimizing the risk of any further data loss and; therefore, plays an important role in mitigating any negative consequences of the breach, including potential harm to affected individuals. A data breach is any instance in which there is an unauthorized release or access of personally identifiable information or other information not suitable for public release. This definition applies regardless of whether an organization stores and manages the data directly or through a contractor, such as a cloud service provider.

St. Tammany Parish Public School Board Contract Addendum

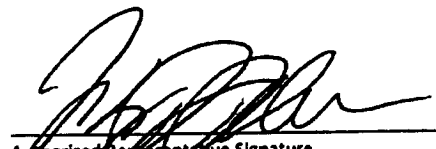
A vendor's audit strategy will require the following actions to protect and retain audit logs. The storing of audit logs and records on a server separate from the system that generates the audit trail. Access to audit logs must be restricted to prevent tampering or altering of audit data. Retention of audit trails must be based on a schedule determined collaboratively with operational, technical, risk management, and legal staff.

Vendor is permitted to disclose Confidential Information to its employees, authorized subcontractors, agents, consultants and auditors on a need to know basis only, provided that all such subcontractors, agents, consultants and auditors have written confidentiality obligations to vendor and St. Tammany Parish Public School Board.

The confidentiality obligations shall survive termination of any agreement with vendor for a period of fifteen (15) years or for so long as the information remains confidential, whichever is longer and will inure to the benefit of St. Tammany Parish Public School Board.

This contract addendum amends any prior agreement or contract between The St. Tammany Parish Public School Board or individual school(s) and _____
Company Name

and is effective as of _____
Date



 Authorized Representative Signature
 Frank J. Jabbia

 Authorized Representative Name (Please Print)

 Authorized Representative Signature

 Authorized Representative Name (Please Print)

 Superintendent

 Title

 Title

 St. Tammany Parish School Board

 Company

 Company

 November 23, 2020

 Date

 Date

STATE OF _____

PARISH/COUNTY OF _____

AFFIDAVIT

BEFORE ME, the undersigned authority, personally came and appeared:

_____ ,

Who, after being duly sworn, did state and affirm the following:

1. That he/she is employed by _____ (**Company Name**)
in the position of _____ ;
2. That _____ (**Company Name**)
has submitted a Response to Request for Proposal _____
(**Number/Title of RFP**) from the St. Tammany Parish School Board; and
3. That any and all telecommunications and video surveillance equipment to be purchased in
connection with the Response to Request for Proposal _____
(**Number/Title of RFP**), if awarded to _____ (**Company**
Name), is and/or will be from a manufacturer that is in compliance with Section 889(a) of
the Fiscal Year 2019 National Defense Authorization Act.

Signature

Printed Name

Title

Company Name

SWORN TO AND SUBSCRIBED before me, Notary Public, this ____ day of _____ 2022.

Signature

Printed Name

My commission expires: _____

CERTIFICATION REGARDING LOBBYING
CERTIFICATION FOR CONTRACTS, GRANTS, AND COOPERATIVE
AGREEMENTS

The undersigned certifies, to the best of his or her knowledge and belief, that:

1. No Federal appropriated-funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of congress, or an employee of a member of congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
2. If any funds other than Federal-appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of congress, an officer or employee of congress, or an employee of a member of congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, Disclosure Form to Report Lobbying, in accordance with its instructions.
3. The undersigned shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including sub-contracts, sub-grants, and contracts under grants, loans and cooperative agreements) and that all sub-recipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

By _____ Date: _____
 (Signature of Official Authorized to Sign Application)

By _____ Date: _____
 (Name and Title of Authorized Official)

The bidder, _____, certifies or affirms the truthfulness and accuracy of each statement of its certification and disclosure, if any. In addition, the bidder understands and agrees that the provisions of 31 U.S.C. Chap. 38 Administrative Remedies for False Claims and Statements, apply to this certification and disclosure if any.

DEBARMENT AND SUSPENSION CERTIFICATION FORM
(REQUIRED)

INSTRUCTIONS TO BIDDERS FOR COMPLETING CERTIFICATION FORM

NOTE: Each responsive bidder must include this certification statement with its bid on each contract equaling or exceeding \$25,000 or any contract for audit services regardless of amount.

1. By signing and submitting this form, the prospective lower tier participant is providing the certification set out on the reverse side in accordance with these instructions.
2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.
3. The prospective lower tier participant shall provide immediate written notice to the person to whom this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
4. The terms *covered transaction*, *debarred*, *suspended*, *ineligible*, *lower tier covered transaction*, *participant*, *person*, *primary covered transaction*, *principal*, *proposal*, and *voluntarily excluded*, as used in this clause, have the meanings set out in the Definitions and Coverage sections in accordance with the OMB guidelines of 2 CFR 180 that implement Executive Order 12549 and 12689. (Contact the person to whom this proposal is submitted for assistance in obtaining a copy of those regulations.)
5. The prospective lower tier participant agrees by submitting this form that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.
6. The prospective lower tier participant further agrees by submitting this form that it will include this clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transaction" without modification in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
7. A participant in a covered transaction may rely upon a certification that a prospective participant in a lower tier covered transaction has not been debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless the participant knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the Nonprocurement List.
8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
9. Except for transactions authorized under Paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transactions

This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, 2 CFR Part 180. The regulations were published in the November 26, 2003, Federal Register (pages 66534-66566).

(BEFORE COMPLETING CERTIFICATION, READ ATTACHED INSTRUCTIONS)

- (1) The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.

- (2) Where the prospective lower tier participant is unable to certify any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

Organization Name

PR/Award Number or Project Name

Name and Title of Authorized Representative

Signature

Date

NON-COLLUSION STATEMENT

The Antitrust Division of the United States Department of Justice seeks to prevent collusion, expose monopolies, and preserve competition in public purchasing. Collusion occurs when providers of the same goods or services get together and agree to fix or set prices. In procurement, it is the most commonly known as "price-fixing" or "bid-rigging."

Vendors, by submitting this signed bid, certify that the accompanying bid is not the result of, or affected by, any unlawful act of collusion with any other person or company engaged in the same line of business or commerce, or any other fraudulent act punishable under Louisiana or United States law.

We certify that we have not, either directly or indirectly, entered into any agreement or participated in any unlawful act of collusion, no attempt has been made to induce any other person or vendor to submit or not to submit a bid; that this bid has been independently arrived at without collusion with any other bidder, competitor or potential competitor; that this bid has not been knowingly disclosed prior to the opening of bids to any other bidder or competitor; that the above stated statement is accurate under penalty of perjury.

Name of Firm _____

Complete Address of Firm _____

Telephone Number _____

Signature of Authorized Representative _____

Typed Name of Authorized
Representative _____

Title of Authorized Representative _____

Date _____

**FIREARM ANTI-DISCRIMINATORY ACT 581 (SB 234)
DISCLOSURE**

Per LA Act 581 (SB 234), which prohibits a public entity, including school boards, from entering into a contract with a company for the purchase of goods or services unless the aforementioned company confirms that:

1. The company does not have a practice, policy, guidance, or directive that discriminates against a firearm entity or firearm trade association based solely on the entity's or association's status as a firearm entity or firearm trade association.
2. The company will not discriminate against a firearm entity or firearm trade association during the term of the contract based solely on the entity's or association's status as a firearm entity or firearm trade association.

If the above terms meet with your understanding and agreement, please sign below and return to the St Tammany Parish School Board.

Signature of Official Duly Authorized to Sign Contracts and Agreements

Date