

# DODGE COUNTY



## REQUEST FOR PROPOSALS

**Network Infrastructure Refresh**  
**Information Technology Department, Dodge County WI**  
RFP #15 26-04

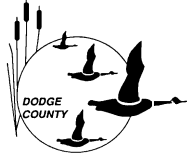
Issued Date: April 14, 2026

RFP Due Date/Time:  
May 7, 2026 at 11:00 am

Submit Sealed RFP's To:

Dodge County Clerk  
Administration Building  
127 E Oak St  
Juneau, WI 53039  
920-386-3600

Office Hours: 8:00 am - 4:30 pm Monday - Friday



**DODGE COUNTY FINANCE DEPARTMENT**  
**Purchasing Division**  
127 East Oak Street, Juneau, WI 53039  
(920) 386-4224  
Email: [tsteinbach@co.dodge.wi.us](mailto:tsteinbach@co.dodge.wi.us)

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LEGAL NOTICE

The Dodge County Information Technology Department is accepting sealed proposals from qualified Providers or individuals to replace existing network switches with new, supported hardware to improve network performance, reliability, security, and manageability. Request for proposal packets are available online at [Dodge County's website](#) and [DemandStar](#).

All Providers are responsible for addendums. Proposals are to be sent to Dodge County Clerk, 127 E Oak St, Juneau, WI 53039 no later than 11:00 am on May 7, 2026. Sealed proposals should be marked "RFP # 15 26-04– Network Infrastructure Refresh". Late receipts, emails, and facsimiles will not be accepted.

A mandatory site visit will be held on Thursday, April 23, 2026, at 10:00 am. The site visit will take place at the Dodge County Administration Building, 127 E. Oak St., Juneau, WI 53039.

Dodge County encourages the participation of minority, women-owned and disadvantaged business enterprises. Dodge County reserves the right to waive any informalities or technicalities and to reject any and all proposals or parts thereof deemed to be unsatisfactory or not in the County's best interest. Furthermore, Dodge County reserves the right to cancel any order or contract for failure of the successful Provider to comply with the terms, conditions and specifications of the request and/or contract. Dodge County reserves the right to award this request to the Provider whose proposal is overall the most advantageous to the County in the County's sole determination.

Contact the Purchasing office at (920) 386-4224 if assistance is required.

Published by Authority of  
Information Technology Department  
By: Trista Steinbach  
Dodge County Purchasing Agent

Publish: April 14, 2026 & April 21, 2026

## Contents

<b>1. General</b>	4
<b>2. RFP Packets and Addendums</b>	4
<b>3. Contract Term</b>	4
<b>4. RFP Tentative Project Timeline</b>	5
<b>5. RFP Mandatory Site Visit Date/Time: April 23, 2026 / 10:00 am</b>	5
<b>6. RFP Questions Due: April 30, 2026 / 10:00 am</b>	5
<b>7. RFP Final Addendum Issued Date: May 1, 2026 / 10:00 am</b>	5
<b>8. RFP Due Date &amp; Deliver Address Details: May 7, 2026 by 11:00 am</b>	5
<b>9. RFP Format &amp; Submission Requirements</b>	6
<b>10. RFP Scoring</b>	7
<b>11. Insurance Requirement</b>	8
Minimum Scope and Limits	8
Other Requirements	8
<b>12. General RFP Information</b>	9
<b>13. RFP Attachments</b>	11
<b>ATTACHMENT A RFP Scope of Work</b>	12
<b>ATTACHMENT B Reference Form</b>	18
<b>ATTACHMENT C Proposal Acknowledgement</b>	19
<b>ATTACHMENT D Addenda Acknowledgement</b>	20
<b>ATTACHMENT E Designation of Confidential &amp; Proprietary Information</b>	21
<b>ATTACHMENT F Contract Requirement</b>	22
<b>ATTACHMENT G Financial Proposal</b>	23

## 1. General

The purpose of this project is to replace existing network switches with new, supported hardware to improve network performance, reliability, security, and manageability. The project includes planning, configuration, installation, testing, and documentation. Dodge County is also interested in, but not requiring, the implementation of a network access control application with this project from the provider.

A current inventory of existing network hardware will be made available to all respondents during the mandatory on-site visit scheduled for April 23rd. Respondents are expected to review the inventory at that time and incorporate relevant findings into their proposals. No separate distribution of the inventory will occur outside of the scheduled site visit unless otherwise directed by Dodge County.

Cost proposals must be separated into the following categories:

- Hardware
- Software
- Support
- Installation and professional services
- OPTIONAL: Network access control application

## 2. RFP Packets and Addendums

RFP packet, updates and addendums are available on the [Dodge County Request for Proposals/Bids website](#), and may also be obtained on [DemandStar](#).

It is the Provider's responsibility to view the RFP document and check the website for any updates and addendums prior to submitting a proposal for this request.

Failure by the proposer to acknowledge all addendums issued for this project will result in the proposal being considered non-responsive, and the proposal will be automatically rejected.

## 3. Contract Term

The initial term of the contract will be for a base term of 5 years for licensing and support, and may be renewed or extended with a potential contract term of 1 year renewal.

Support response should be included in the base term as follows:

- 5 years of 24x7x365 of all data center switching
- 5 years of 8x5xNBD for a 4-switch 48 port switch stack
- 5 years of 8x5xNBD of one 24 port switch

#### 4. RFP Tentative Project Timeline

	Date	Time
RFP Issued	April 14, 2026	
Mandatory Site Visit	April 23, 2026	10:00 am
RFP Questions Due	April 30, 2026	10:00 am
RFP Final Addendum Issued	May 1, 2026	10:00 am
RFP Responses Due from Vendors	May 7, 2026	11:00 am
Proposal Review	Week of May 11, 2026	
Interviews if required by	TBD	
Contract negotiations	TBD	
Project Completion required by	August 1, 2026	

#### 5. RFP Mandatory Site Visit Date/Time: April 23, 2026 / 10:00 am

**Site Visits are based on the date and time listed in the RFP Tentative Project Timeline above**

Vendors meet at:	Dodge County Admin Building
Site Visit conducted by:	Kevin Nakielski, Josh Kohlhoff, Shane VanLoenen
Site Visit contact phone number for questions:	920-386-4575

#### 6. RFP Questions Due: April 30, 2026 / 10:00 am

**Questions:** All questions related to this RFP must be in writing and received by the Dodge County Purchasing Department at least five (5) business days prior to the proposal due date.

- Questions shall be directed to the Purchasing Agent via email to: [tsteinbach@co.dodge.wi.us](mailto:tsteinbach@co.dodge.wi.us)
- Questions MUST be clearly marked in the subject line: **“Questions for RFP # 15 26-04”**

#### 7. RFP Final Addendum Issued Date: May 1, 2026 / 10:00 am

**Answers:** If any questions are received, answers to all written questions will be issued in the form of an addendum.

- Answers will be published on the [Dodge County website](#)
- AND on [DemandStar](#) website

#### 8. RFP Due Date & Deliver Address Details: May 7, 2026 by 11:00 am

Responses are due to the Dodge County Clerk Office, 127 E Oak St, Juneau, WI 53039, no later than 11:00 am on May 7, 2026. Prospective vendors can submit proposals via hand delivery or by mail via DHL, FedEx, UPS, USPS as outlined below.

**Hand Delivered or mailed proposals must include the following items:**

- Be clearly marked with “RFP # 15 26-04 - Network Infrastructure Refresh” on the outside of a sealed envelope or box in the lower left-hand corner.
- Along with the proposal; include one flash drive containing 2 files as follows:
  - One file named “PROPOSAL” to include the proposal excluding pricing details.
  - One file named “PRICING” to include Attachment G – Financial Proposal.

Late proposals will not be accepted.

## 9. RFP Format & Submission Requirements

In order to facilitate the analysis of responses to this RFP, Providers are required to prepare their proposals in accordance with the instructions outlined in this section. Providers whose proposals deviate from these instructions may be considered non-responsive and may be disqualified at the discretion of Dodge County.

- A. Proposer shall submit three (3) bound originals of the proposal excluding the Financial Proposal. Along with the proposal, include one flash drive containing two files as follows:
- File Named "PROPOSAL" to include the proposal excluding pricing details.
  - File Named "PRICING" to include Attachment G – Financial Proposal. The Financial Proposal should only be submitted on the flash drive and not in the actual proposal.
- B. Proposals shall be prepared as simply as possible and provide a straightforward, concise description of the Provider's capabilities to satisfy the requirements of the RFP. Expensive bindings, color displays, promotional materials, etc., are not necessary or desired. Emphasis shall be concentrated on accuracy, completeness, and clarity of content.
1. Each of the five (5) sections listed below shall be tabbed and labeled.
  2. Each page shall be numbered on the bottom right-hand corner.
- C. The proposal shall be organized as follows: (Update as needed per RFP requirements)

1.0	Cover Letter
2.0	Company Background
3.0	Company Prior Experience
4.0	Responses to Scope of Services
5.0	Submittal Forms

1. **Cover Letter:** The Provider shall provide a Cover Letter on corporate letterhead, signed by an authorized representative of the company. The Provider's name, address, email, and signature shall be clear and legible.
2. **Company Background:** Provider shall provide information about their company so Dodge County can evaluate the Provider's stability and ability to support the commitments set forth in the RFP.
  - i. Brief description of the company including history, present status, future plans, etc.
  - ii. Company size and organization.
3. **Company Prior Experience:** Providers shall provide information about the organization and the individuals assigned to perform the work.
  - i. Location and description of company office designated to perform services requested in the RFP.
  - ii. Indicate the number of people by level located within the office that will be assigned to this contract and the organization of the office.
  - iii. Provide the name of the principal or project manager in your company who will have direct and continued responsibility for the services provided to Dodge County. This person will serve as the Provider's first point-of-contact on all matters dealing with services and the handling of day-to-day activities through the duration of the project.
  - iv. Describe the professional experience of proposed individuals assigned to this project and provide a detailed listing of the projects they have worked on for other clients.
4. **Responses to Scope of Work:** Providers shall provide specific procedures and explanations to each requirement and show their capability to satisfactorily achieve the results contained in the RFP based on the approach described in the proposal. Providers shall provide a

project schedule/timetable for project development as well as documents for the following deliverables:

- i. Current-state assessment report
- ii. Bill of materials (BOM)
- iii. Implementation plan with consideration of phases listed in section 5
- iv. Backout plan
- v. Master Service Agreement with Service Level Agreement (SLA) for 5 years of support for items listed in section 3.6.
- vi. Terms and conditions documentation (EULAs)
- vii. Provider's project implementation team members names, title, and summary of experience
- viii. Brochures/documentation/spec sheets of proposed hardware models

#### **5. Submittal Forms:**

**Complete and include required forms in Section 5.0 of your proposal.**

Attachment B – Reference Form

Attachment C – Proposal Acknowledgement

Attachment D – Addenda Acknowledgement

Attachment E – Designation of Confidential & Proprietary Information

Attachment F – Contract Requirement - The awarded proposer will be required to provide a written contract outlining the terms and conditions for review and approval, please provide a sample of this agreement with your proposal.

**Complete and include on the Flash Drive submitted with the proposal.**

Attachment G – Financial Proposals - This file shall ONLY include the proposed cost and shall be submitted on the flash drive saved as "PRICING". Financial proposals will not be shared until the evaluation committee has scored all of the proposals that are submitted.

- D. Dodge County, at its option, may require Providers to provide additional documentation and/or clarify requested information.

## **10. RFP Scoring**

Responses to this project will be evaluated according to the following:

### **A. Evaluation Process**

The following steps will be observed in the evaluation of the potential Providers document submission.

1. Dodge County will establish a project scoring team.
2. The Providers submission will first be reviewed to determine if all the requirements outlined have been met. Failure to meet the requirements will result in the proposal being rejected.
3. The project scoring team will review all submitted documents received and score in accordance with the predefined scoring methodology.
4. Composite scores will be developed by summarizing the individual scoring efforts of each selection team member.
5. Reference checks, oral presentations and/or interviews are optional and determined if required by the scoring team.
6. Providers will be ranked by composite score with the highest score determining vendor award.
7. Dodge County reserves the right to request any additional information it deems necessary during the evaluation process.

### **B. Scoring Methodology**

The following is a summary of the project evaluation factors and the point value assigned to

each. These factors will be used in the evaluation of the individual Provider document submission. Points will be awarded on the basis of the following factors:

Scoring Criteria		Points
1.	Complete & Professional Proposal & SOW	20
2.	Product Support & Technical Requirements	20
3.	Warranty, Compatibility, Installation & Support	15
4.	Vendor References & Operations Familiarity	15
5.	Price/Cost/Fees	30
Total		100

## 11. Insurance Requirement

### Minimum Scope and Limits

- A. Architects, Engineers, Other professionals – Errors & Omissions (Professional Liability) coverage, with a minimum limit of \$1,000,000 per claim, \$2,000,000 annual aggregate. This insurance is to be maintained for at least two years after completion of the project. If the Provider changes insurance carriers and this policy is provided on a “claims made” basis, the Provider will secure the appropriate coverage extension to provide coverage to the project for a periods of at least two years following the completion of the project.
- B. Commercial General Liability coverage with limits of no less than the following:
  1. General aggregate limit per project \$2,000,000  
(Other than Products-Completed Operations)
  2. Products-Completed Operations Aggregate per project \$1,000,000
  3. Personal and Advertising Injury Limit \$1,000,000
  4. Each Occurrence Limit \$1,000,000
  5. Fire Damage Limit-any one Fire \$ 50,000
  6. Medical Expense Limit-any one Person \$ 10,000
- C. Automobile Liability coverage with minimum limits of \$1,000,000 combined single limit per accident for bodily injury and property damage, provided on a Symbol 1-Any Auto basis.
- D. Worker’s Compensation and Employers Liability Insurance with sufficient limits to meet underlying Umbrella Liability Insurance requirements.
- E. Umbrella Liability providing coverage at least as broad as the underlying General Liability, Automobile Liability and Employers Liability coverages, with a minimum limit of \$2,000,000 each occurrence and \$2,000,000 annual aggregate, and a maximum self-retention of \$10,000.

### Other Requirements

- A. Acceptability of Insurers. Insurance is to be placed with insurers who have a Best’s Insurance Reports rating of no less than A and a Financial Size Category of no less than a Class VI, authorized as an admitted insurance company in the State of Wisconsin.
- B. Certificates of Insurance acceptable to Dodge County shall be submitted prior to commencement of the work. Certificates shall contain a provision that coverage afforded under the policies will not be cancelled until at least 30 days’ prior written notice has been given to Dodge County.
- C. Dodge County, Dodge County’s elected and appointed officials, and Dodge County employees shall be named as additional insureds on all liability policies for liability arising

out of project work. Please provide a copy of this endorsement with your certificate of insurance.

## 12. General RFP Information

- A. Dodge County requires a high level of service from any Provider who is looking to do business with the County. Quality, service, and price are all critical factors that Dodge County considers when doing business and in continuing business with Providers. This is especially important when it comes to the requirements of this request. Dissatisfaction due to product or performance may result in Dodge County discontinuing service with a Provider.
- B. Dodge County is a tax-exempt municipality under Section 77.54(9a) (b), Wis. Stats.
- C. Successful Provider(s) shall provide a certificate of insurance, including naming Dodge County, its officers, elected officials and employees as Additional Insureds, upon proposal award.
- D. All proposals shall be binding for ninety (90) calendar days following the proposal opening date unless the Provider(s), upon the request of the County, agrees to an extension.
- E. Payment for services will be made to successful Provider(s) contingent upon County's acceptance and approval of all work done and/or products provided, or services rendered. Acceptance as herein means acceptance by the County of all work performed or products provided and services rendered, after the department's authorized agent has found it to be in compliance with the specification requirement. Fuel surcharges or surcharges of any kind will not be allowed.
- F. Providers may withdraw their proposal at any time before the proposal due date and time by written request for withdrawal to the Purchasing Agent and by presenting proper identification upon request. **Faxed and emailed proposals will be rejected. Late proposals will not be accepted.**
- G. Dodge County's [Standard Terms and Conditions](#) are applicable to this request and are hereby made a part of it.
- H. RFP Requests, Updates, and Addenda are available on the [Dodge County website](#) and [Demandstar](#). It is the Providers responsibility to view the RFP document, check for updates, and to retrieve any addenda prior to submitting a response to this request. Failure to do so in no way obligates the County to issue addendum or other information concerning this request to the Provider.
- I. All questions resulting in further clarification or modification to this (RFP) document will be handled by written addenda. Questions shall be directed to the Purchasing Division via email to [tsteinbach@co.dodge.wi.us](mailto:tsteinbach@co.dodge.wi.us). Questions must be asked at least five (5) business days prior to the proposal due date. Questions received after this time may not be answered. Any changes as a result of issues raised will be made by written addenda and posted on the [Dodge County website](#) and [Demandstar](#). It is the Provider's responsibility to check the website for addenda prior to submitting your proposal. Oral and other interpretations or clarifications will be without legal effect.
- J. Dodge County assumes no responsibility or liability for any error or omission in any part of this RFP or resulting design. Prior to the deadline for questions, a Provider shall notify Dodge County of any error, omission, inconsistency or other factor which requires clarification that is

discovered while reviewing the documents or preparing a proposal. Such notification shall be made in writing to Dodge County's Purchasing Office.

- K. Providers responding to this request shall include with the proposal a proposed contract covering all the terms, conditions and specifications for the performance of all work for this request. Proposed contract shall incorporate at a minimum the County's terms and conditions and the contract requirements contained herein.
- L. Proposers shall list any consultants or subcontractors that may be used to complete this project.
- M. No reimbursement will be made by the County for any cost incurred in preparing responses to this solicitation, or for cost incurred before a formal notice to proceed is issued if a contract is awarded.
- N. Dodge County shall be the owners of any and all of the reports, plans, specifications and documents resulting from this RFP and the Provider shall provide both digital and hard copies of all reports, plans, and documents as indicated in this RFP to Owner in a format usable to the County. Awarded Provider(s) shall also waive any rights to copyright protection so Owner may reproduce, distribute, and use all reports, plans, specifications, and documents as it so chooses.
- O. Any proposal/response and any and all supporting materials submitted in conjunction with this request will become a public record, subject to public inspection. Records will not be released via open records request until the contract for the project has been signed.
- P. Confidentiality and Security – This document or any portion thereof may not be used for any purpose other than the submission of proposals. The successful Provider must agree to maintain security standards consistent with the confidentiality and security policies of Dodge County and any applicable state or federal laws or regulations. These include strict control of access to secure areas, sensitive data and maintaining confidentiality of information gained while carrying out their contractual obligations. The successful Provider will be required to ensure that all Provider's personnel providing services to the County which require access to secure and confidential Dodge County information or facilities, meet the criteria for personal security clearance prescribed by Dodge County. Dodge County reserves the right to deny access to any individual that is not fully compliant with security criteria without disruption to timeline or adjustment to project cost.
- Q. Dodge County reserves the right to require background checks for any employee or subcontractor employee involved in this project from the awarded Provider(s).
- R. Unpublished information pertaining to Dodge County or its employees obtained by the Provider as a result of participation in this RFP or resulting contract is confidential and must not be disclosed without written authorization from Dodge County Corporation Counsel or pursuant to a court order.
- S. INDEMNIFICATION Dodge County requires any contract or agreement to contain an indemnification clause in which the Provider holds harmless Dodge County, its officers, elected officials and employees harmless from and against any and all claims arising from contracts between the Provider and third parties made to effectuate the purposes of this RFP. Dodge County will not agree to mutual indemnification or to indemnify the Provider.
- T. NON-COLLUSIVE STATEMENT Each Provider, by submitting a response, certifies that it is not a party to any collusive action with Dodge County personnel and/or Providers. Each Provider also

certifies that it is not a party to any collusive action with any other party submitting a proposal in response to this solicitation.

- U. Dodge County reserves the right to reject any or all proposals or parts thereof, to waive any technicality in any proposal and accept any proposal deemed to be the most advantageous to the County. It is possible that multiple awards may be made through this RFP process.
- V. This request and possible resulting contract shall be interpreted under the laws of the State of Wisconsin. Any disputes or claims that arise under this contract shall be litigated in the Circuit Court of Dodge County, WI.

### **13. RFP Attachments**

- A - RFP Scope of Work, Specifications / Drawings
- B - Reference Form
- C - Proposal Acknowledgement
- D - Addendum Acknowledgement
- E - Designation of Confidential and Proprietary Information
- F - Contract Requirement
- G - Financial Proposal

# ATTACHMENT A

## RFP Scope of Work

### 1. Project Overview

The purpose of this project is to replace existing network switches with new, supported hardware to improve network performance, reliability, security, and manageability. The project includes planning, configuration, installation, testing, and documentation. Dodge County is also interested in, but not requiring, the implementation of a network access control application with this project from the provider.

A current inventory of existing network hardware will be made available to all respondents during the mandatory on-site visit scheduled for April 23rd. Respondents are expected to review the inventory at that time and incorporate relevant findings into their proposals. No separate distribution of the inventory will occur outside of the scheduled site visit unless otherwise directed by Dodge County.

Cost proposals must be separated into the following categories:

- Hardware
- Software
- Support
- Installation and professional services
- OPTIONAL: Network access control application

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### 2. Objectives

- Replace core, top of rack, and edge switches with approved hardware manufacturers as listed in section 4.1
- Replace optical components that interconnect switches
- Improve network throughput and resiliency
- Standardize switch configurations
- Minimize downtime and business disruption
- Ensure proper documentation and knowledge transfer

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### 3. Scope Definition

#### 3.1 Assessment & Planning

The Provider will:

- Validate inventory of existing switches, modules, and uplinks with Dodge County
- Review current network topology and configurations
- Verify hardware compatibility
- Validate port density, PoE++ requirements, and dual power supplies
- Identify dependencies (VLANs, trunks, routing, etc.)
- Develop migration and cutover plan
- Produce implementation schedule

**Deliverables due with proposal response:**

- Current-state assessment report
  - Bill of materials (BOM)
  - Implementation plan with consideration of phases listed in section 5
  - Backout plan
- 

### **3.2 Configuration & Staging**

The Provider will:

- Apply standardized base configuration
- Configure VLANs, trunks, routing, and management settings
- Apply security hardening (SSH, SNMP, AAA, etc.)
- Update firmware to approved versions
- Identify/label equipment and uplink ports
- Perform pre-deployment testing

#### **Deliverables due in project implementation:**

- Configuration files which are integrated with current monitoring platform
  - Staging validation checklist
- 

### **3.3 Implementation & Cutover**

The Provider will:

- Coordinate maintenance window(s) with Dodge County
- Backup existing switch configurations
- Remove and replace legacy switches
- Patch network connections with new cabling provided by Dodge County
- Validate uplinks and redundancy
- Minimize service interruption

#### **Deliverables due in project implementation:**

- Cutover completion report
- Updated network diagrams

### **3.4 Testing & Validation**

The Provider will:

- Verify network connectivity
- Test VLAN functionality
- Validate PoE devices
- Confirm monitoring visibility
- Perform performance checks

#### **Acceptance Criteria:**

- All ports operational
- No critical network errors

- Monitoring and alerts functioning

### **3.5 Documentation & Knowledge Transfer**

The Provider will:

- Update network topology diagrams
- Provide final configurations
- Update asset inventory
- Deliver operational runbook
- Conduct knowledge transfer session or training for administering hardware and centralized management software

#### **Deliverables due at end of project implementation:**

- Current state documentation
- Configuration backup
- Support contacts

### **3.6 Support and Maintenance**

The awarded vendor must include support in the cost proposal separate from the project costs.

This support must include:

- 5 years of hardware and software support (24x7x365) for all data center switches
- 5 years of support (8x5xNBD) for a 4-switch 48 port switch stack (Sheriff's Office)
- 5 years of support (8x5xNBD) for one 24 port switch

#### **Deliverables due with proposal response:**

- Master Service Agreement with Service Level Agreement (SLA) for 5 years of support for items listed in section 3.6.
- Terms and conditions documentation (EULAs)

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## **4. Approved Network Hardware Manufacturers**

### **4.1. List of Approved Hardware Manufacturers**

- Cisco Systems
- Extreme Networks
- Arista Networks

### **4.2 Access Layer Switches Requirements**

Proposed switches must:

- Be enterprise-class managed switches
- Support Layer 2 and Layer 3 features as required
- Support 10Gb/25Gb uplinks minimum
- Provide PoE++ or higher where indicated

- Support stacking or virtual chassis where applicable
- Provide complete local and/or centralized management functionality independent of any firewall-based controller
- Be actively supported by the manufacturer
- Include manufacturer warranty and support eligibility

#### 4.3 Optics and Transceiver Requirements

- Use manufacturer-approved or fully compatible optics
- Match existing fiber type (Single-Mode/Multi-Mode)
- Support required link speeds
- Be documented in the bill of materials

#### 4.4 Compatibility Requirements

The proposed solution must:

- Interoperate with the Client’s existing network environment
- Support standard protocols (e.g. RSTP/MSTP, LACP)
- Be compatible with existing monitoring systems
- Maintain existing VLAN architecture unless otherwise approved

#### Deliverables due with proposal response:

- Brochures/documentation/spec sheets of proposed hardware models

### 5. Project Timeline

The Provider will define a project timeline and outline the duration required for each phase. An example timeline is shown below:

Phase	Estimated Duration
Assessment & Planning	<i>Define number of weeks</i>
Contract/Procurement	<i>Define number of weeks</i>
Staging	<i>Define number of days</i>
Implementation	<i>Define number of days</i>
Testing & Closeout	<i>Define number of days</i>

### 6. Provider Requirements

- The provider must have an office located in the state of Wisconsin with Wisconsin-based engineers

#### Deliverables due with proposal response:

- Provider’s project implementation team members names, title, and summary of experience

### 7. Roles & Responsibilities

### **Provider Responsibilities**

- Perform services described in this SOW
- Provide qualified technical staff
- Communicate risks and issues

### **Client Responsibilities**

- Provide network access and documentation
  - Approve maintenance windows
  - Provide rack space and power
  - Notify end users of downtime
- 

## **8. Assumptions**

- Existing cabling is functional, but will be replaced with new cabling. New cabling will be provided to by Dodge County for installation by provider.
  - Adequate rack space, power, and cooling are available
  - No major network redesign is included unless specified
  - Work will be performed during approved maintenance windows
- 

## **9. OPTIONAL: Network Access Control (NAC) Application/Software**

Optionally and as separate cost proposal, respondents should incorporate a NAC solution in their response that includes the following capabilities:

1. Device/User Discovery and Visibility
  2. Authentication and Authorization
  3. Endpoint Compliance Enforcement
  4. Network Integration
  5. Guest and BYOD Access
  6. Policy Management
  7. Monitoring and Reporting
- 

## **10. Out of Scope**

### **Unless explicitly included:**

- Purchase of cabling – all new cabling will be provided by Dodge County
  - WAN or firewall redesign
  - Wireless redesign
  - Major network re-architecture
- 

## **11. Change Management**

Any changes to scope, schedule, or deliverables will require a written change order approved by both parties.

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## 12. Acceptance

Project completion will occur when all deliverables are provided and acceptance criteria are met.

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## 13. Summary of Needs

1. Switch Hardware: data center and edge network switches
2. Installation: on-site installation and setup
3. Support: include all of the following as a separate cost proposal from the hardware and installation
  - 5 years of 24x7x365 of all data center switching
  - 5 years of 8x5xNBD for a 4-switch 48 port switch stack
  - 5 years of 8x5xNBD of one 24 port switch
4. Company Location: Wisconsin-based office location and Wisconsin-based engineers
5. Deliverables:
  - a. Due with proposal response:
    - Current-state assessment report
    - Bill of materials (BOM)
    - Implementation plan with consideration of phases listed in section 5
    - Backout plan
    - Master Service Agreement with Service Level Agreement (SLA) for 5 years of support for items listed in section 3.6.
    - Terms and conditions documentation (EULAs)
    - Provider's project implementation team members names, title, and summary of experience
    - Brochures/documentation/spec sheets of proposed hardware models
  - b. Deliverables due in project implementation:
    - Configuration files which are integrated with current monitoring platform
    - Staging validation checklist
    - Cutover completion report
    - Updated network diagrams
  - c. Deliverables due at end of project implementation:
    - Current state documentation
    - Configuration backup
    - Support contacts
6. OPTIONAL: Network Access Control (NAC) application/software

**ATTACHMENT B**  
**Reference Form**

Complete this page and include it under Tab 5.0 Submittal Forms.

Reference #1

Owner of Company Name: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Type of Service(s) Provided: \_\_\_\_\_

Calendar Year(s) of Service(s) Provided: \_\_\_\_\_

City, State, and Zip Code: \_\_\_\_\_

Telephone/Email: \_\_\_\_\_

Reference #2

Owner of Company Name: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Type of Service(s) Provided: \_\_\_\_\_

Calendar Year(s) of Service(s) Provided: \_\_\_\_\_

City, State, and Zip Code: \_\_\_\_\_

Telephone/Email: \_\_\_\_\_

Reference #3

Owner of Company Name: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Type of Service(s) Provided: \_\_\_\_\_

Calendar Year(s) of Service(s) Provided: \_\_\_\_\_

City, State, and Zip Code: \_\_\_\_\_

Telephone/Email: \_\_\_\_\_

**ATTACHMENT C**  
**Proposal Acknowledgement**

*Complete this page and include it under Tab 5.0 Submittal Forms*

I have read this Request for Proposal (RFP), all the attachments, addenda (if any) and exhibits issued for this project and understand the contents and requirements.

**Binding Signatures:**

The undersigned Provider, submitting their proposal, hereby declares that the information contained in this proposal is accurate and complete as of the date of submission. The information is true and reasonably verifiable as of the date of the submission. The Vendor agrees to be bound, and to perform the work in accordance with all the terms, conditions and requirements of this Request for Proposals, the within and foregoing proposal, the applicable specifications, special provisions, and the schedule of prices as hereby submitted and made part of their proposal submission.

Company: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Original Signature: \_\_\_\_\_

Name (Print/Type): \_\_\_\_\_

Title: \_\_\_\_\_ Date: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

E-Mail: \_\_\_\_\_

**ATTACHMENT D**  
**Addenda Acknowledgement**

Complete this page and include it under Tab 5.0 Submittal Forms

The undersigned acknowledges receipt of the following addendum(s) by checking the box(es) below:

- |                            |              |                            |             |
|----------------------------|--------------|----------------------------|-------------|
| 1 <input type="checkbox"/> | Dated _____  | 4 <input type="checkbox"/> | Dated _____ |
| 2 <input type="checkbox"/> | Dated _____  | 5 <input type="checkbox"/> | Dated _____ |
| 3 <input type="checkbox"/> | Dated: _____ | 6 <input type="checkbox"/> | Dated _____ |

**Additional Addenda should be written here:**

If no addenda were issued, please state below, complete the form, and submit with the proposal package.

I/we further certify that no agreement has been entered into to prevent competition for said work and that I/we carefully examined the plans, specifications, and all other project documents.

I/we further agree to enter into the contract, under all the terms, conditions and requirements of those documents.

\_\_\_\_\_  
Provider Name

\_\_\_\_\_  
Representative Signature

**ATTACHMENT E**

**Designation of Confidential & Proprietary Information**

The proposer acknowledges that information cannot be confidential unless it is a trade secret. Trade secret is defined in s. 134.90(1)(c), Wis. Stats as follows: "Trade Secret" means information, including formula, pattern, compilation, program, device, method, technique or process to which all of the following apply:

- a. The information derives independent economic value, actual or potential, from not being generally known to and not being readily ascertainable by proper means by other persons who can obtain economic value from its disclosure or use.
- b. The information is the subject of efforts to maintain its secrecy that are reasonable under the circumstances.

<b>We request the following pages not be released</b>			
<b>Section</b>	<b>Page #</b>	<b>Topic</b>	<b>Reasoning</b>

Prices always become public information when bids/proposals are opened, and therefore cannot be kept confidential. Blanket labeling of confidential/proprietary information in headers/footers of documents will not be considered confidential/proprietary.

The Proposer acknowledges that anything submitted with this proposal is a public record subject to release.

The proposer acknowledges that documents marked confidential, proprietary or copyrighted is at risk of being rejected, not considered/evaluated.

In the event the designation of confidentiality of this information is challenged, the undersigned hereby agrees to provide legal counsel or other necessary assistance to defend the designation of confidentiality and agrees to hold Dodge County harmless for any costs or damages arising out of the County's agreeing to withhold the materials.

Failure to include this form in the proposal response may mean that all information provided as part of the proposal response will be open to examination and copying. The County considers other markings of confidential/proprietary information in the proposal document to be insufficient. The undersigned agrees to hold the County harmless for any damages arising out of the release of any materials unless they are specifically identified above.

Company Name: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**ATTACHMENT F**  
**Contract Requirement**

The awarded proposer will be required to provide a written contract outlining the terms and conditions for review and approval, please provide a sample contract with your proposal.

**ATTACHMENT G**  
**Financial Proposal**

RFP # 15 26-04 Financial Proposal

Complete Financial Proposal and include it on the Flash Drive submitted with your proposal saved as "PRICING".

Dodge County is seeking a not to exceed lump sum price for the project.

We, the undersigned, propose to furnish Dodge County, Wisconsin, replace existing network switches with new, supported hardware to improve network performance, reliability, security, and manageability. in accordance with the RFP #15 26-04 and specifications hereto attached:

**Deliverables**

<b>Hardware</b>	\$	Lump Sum
<b>Software</b>	\$	Lump Sum
<b>Installation &amp; Professional Services</b>	\$	Lump Sum
<b>Support</b>		
Year 1	\$	
Year 2	\$	
Year 3	\$	
Year 4	\$	
Year 5	\$	

**Optional**

<b>Network Access Control Application</b>	\$	Lump Sum
<b>Network Access Control Support</b>		
Year 1	\$	
Year 2	\$	
Year 3	\$	
Year 4	\$	
Year 5	\$	

Dodge County reserves the right to reject any or all proposals or parts thereof, to waive any technicality in any proposal and accept any proposal deemed to be the most advantageous to the County.

Dodge County reserves the right to negotiate the terms of the contract, including the award amount, with the selected proposer prior to entering into a contract. If contract negotiations cannot be concluded successfully with the highest scoring proposer, the County may negotiate a contract with the next highest scoring proposer.

The awarded proposer will be required to provide a written contract outlining the terms and conditions for review and approval, please provide a sample of this agreement with your proposal.

\_\_\_\_\_  
Provider Name

\_\_\_\_\_  
Representative Signature