



CRIVITZ SCHOOL DISTRICT

- 2026 Summer Mitel Phone System Upgrade - Request for Proposal Specification

OVERVIEW:

The Crivitz School District requests proposals for a Mitel phone system upgrade.

PROPOSAL INSTRUCTIONS:

Proposals are to be submitted by **Thursday, August 13th at 4:00 p.m.**, via email to:

Email Subject: 2026 Summer Mitel Phone System Upgrade Proposal

Nick Schramm, District Technology Coordinator

nschramm@crivitz.k12.wi.us

GENERAL TERMS AND CONDITIONS:

1. The Crivitz Board of Education reserves the right to accept or reject any or all proposals and retains the right to accept the proposal considered most advantageous to the District.
2. Unless otherwise noted, the proposal price shall include all costs for shipping of materials and equipment to the job site.
3. Any additional costs, services, or requirements needed by a vendor not directly requested within this specification must be stated clearly in the submitted proposal.
4. A proposal will be selected on the evening of Wednesday, August 19, 2026. The vendor of the awarded proposal will be contacted on Thursday, August 20, 2026.

REQUEST FOR VENDOR INFORMATION

Please name one person to coordinate your proposal response and any necessary clarification activities. Please complete the 'Request for Vendor Information' form on page 3. Please include and return the completed form along with the proposal(s).

MATERIAL / EQUIPMENT REQUIREMENTS:

1. All equipment must be new and not refurbished. The district will reject any refurbished equipment.
2. Each vendor can submit a maximum of one (1) proposal for this specification.

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3. The hardware and software requested are as follows:

a. An on-premises Mitel 5000 system is currently in place. The proposed system is to upgrade the existing system with modern Mitel technologies.

b. The Mitel system will be used to perform public announcements at both site buildings.

c. Base System:

- (1) - MiVB SVI Bundle

d. Licensing:

- (10) - MiVoice Business License - Enterprise User
- (145) - UCCv4.0 Entry User for MiVoice Bus x1
- 3-Years - SWA MiVBus UC Advantage

e. Phones and Paging Adapters:

- (120) - Mitel 6907 IP Phone
- (50) - Mitel 6907 IP Phone Wall-Mounts (only 50 of the 6907 model devices will be mounted on a wall)
- (18) - Mitel 6920w IP Phone
- (4) - Mitel 6930w IP Phone
- (3) - Algo 8301 SIP Paging Adapter & Scheduler

f. Service:

- 3 years of Vendor-Provided Managed Voice Services for Support and Service

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CONTACT INFORMATION:

Information/questions regarding this RFP specification can be obtained by emailing:

Nick Schramm
District Technology Coordinator
nschramm@crivitz.k12.wi.us

REQUEST FOR VENDOR INFORMATION

RFP Coordinator Name:

Company:

Title:

Address:

Phone:

Email:
