

Request for Proposals 2015-2016 E-Rate Wireless Upgrade Project

Troy Public Schools, USD 429
230 W Poplar
Troy, KS 66087

Notice to Bidders

Notice is hereby given to interested bidders that the Troy School District will receive electronic bids until the hour of 4:30 PM Central, on February 25, 2015, at the email address of eRate@troyusd.org.

Schedule of Events:

Event	Date(s)
Release of RFP to vendors	01/21/2015
Questions to Customer may begin	1/22/2015
Deadline for Submission of Proposals	02/25/2015 4:30 PM
Opening of Proposals	02/25/2015 4:45 PM

Troy School District 2015-2016 E-Rate Wireless Project

The Troy School District wishes to install a wired / wireless infrastructure to allow each of its schools to have wireless devices connected throughout its buildings at two school locations. For E-Rate purposes, the project is split into four components (reference line items of the submitted form 470s) with each component being quoted separately. Pricing must be split between the two schools thus two form 470s have been filed relating to this RFP. Vendors may quote one or more components of the project and may submit more than one bid.

The capacity of the access points should allow students to conduct moderate to heavy Web access for research with minimal video streaming, such as students being able to view short online videos in HD periodically every hour; handle tasks such as accessing and saving network or web based word processing and multimedia presentations; and running educational desktop

and web based applications. Each employee in the district has one or two wireless devices; students have access to mobile devices from shared-access carts and grade school classrooms having four dedicated student devices per room; and employees and students are able to bring in personal devices as approved. (Vendor may assume that the Troy School District has sufficient Internet bandwidth to supply the requirements above.

The primary objectives are to ensure that wireless coverage is adequate throughout the buildings and that the wireless access points can handle the specified conditions.) The Network should be able to support up to 30-40 simultaneously connected devices per AP at moderate usage at each of our 2 schools in areas such as classrooms, auditoriums, libraries, gyms, cafeterias etc. and must accommodate all campus locations. The district is not expecting the solution to cover concurrent 1-1 student usage, with the understanding that if this becomes a future requirement, that current APs may be relocated and additional APs and cable runs installed with additional project costs incurred at that point in time.

The locations are Troy Grade School which includes a 3 story masonry building and a single story wood and metal frame building and Troy High and Middle School which includes a 3 story masonry building with a connected single story masonry building and a single story masonry and metal frame building. Should the bidding propose a solution that does not meet the specifications listed, the vendor must provide sufficient documentation that the District's objective will be met with their solution. Proposals should include a centralized method of managing and controlling wireless access to all wireless access points.

Proposals should include a realistic assessment of actual access points and management capabilities as well as cabling and other equipment necessary to support the wireless needs outlined above. As stated above, various components of the project are broken out and may be bid on independently. Technical specifications of equipment should be provided with the proposal.

Because of the diversity of possible solutions, you may wish to list differentiators from that set your proposal or proposals apart from others. Customer specifications do include building maps with current AP placement and proposed new AP placement but are left somewhat general to allow proposals to be as innovative as possible.

One or more bids may be accepted with installation by vendor or by customer.

Bids will be due on February 20, 2015 at 4:30 PM Central time. For more information, contact Jared Pickerell, Technology Coordinator, via phone (785) 985-3533 (office), or by e-mail: jpickerell@troyud.org.

CLARIFICATION

If after the completion of this project, during normal operation of the network, the district discovers that the wireless network will not allow for the functionality required in this RFP within reason, then the vendor will be required to do whatever is necessary to meet the specifications with no additional cost to the Troy School District.

General

Provide internal connections as specified herein.

The specifications herein are provided to convey the intent of the system and do not indicate every cable or component necessary for the complete system that the proposing vendor shall provide.

Prices quoted for items 1 or 2 of the form 470 shall be an all-inclusive solution including any applicable taxes, shipping costs, and manufacturer licensing, maintenance, and technical support. Installation of items 1 or 2 or additional installation of equipment, configuration of equipment or any necessary cabling, training, or installation and configuration consultation should be listed in quote(s) for the corresponding line item of the form 470.

All equipment included in vendor's proposal must be new equipment purchased from an authorized reseller, distributor, or manufacturer. No grey market, third party, or used equipment will be considered. Prices given in response to this E-Rate Wireless RFP 2015-2016 quoted in the vendor's response will not increase for a period of 20 months from the time of the contract signing.

Omissions in the proposal of any provision herein described shall not be construed as to relieve the vendor of any responsibility or obligation to the complete and satisfactory delivery, operation and support of any services.

Should the vendor have questions or find discrepancies in, or omissions from this RFP, or shall be in doubt to its meaning, the vendor shall notify Troy School District. All questions should be addressed to Jared Pickerell as outlined below. The preferred mode of contact is via email.

Jared Pickerell, Technology Director
Troy Public Schools, USD 429
230 W Poplar, PO Box 190
(785) 985-3533 (Office)
jpickerell@troyusd.org

Additional questions, responses, and updates may be posted to the district's E-Rate Procurement page at www.troyusd.org. It is the responsibility of the respondent to visit this page prior to bid submission to ensure they have the latest information.

BID SUBMISSION INSTRUCTIONS

Bids will be evaluated beginning at 4:30 PM Central, Wednesday February 25, 2015.

The Troy School District Board of Education reserves the right to reject any and/or all bids and waive any informalities.

The items being bid and bid price(s) should be easily seen for the bid tabulation. Failure to comply may result in bid disqualification.

Bids must include the following:
Attachment A completed and signed by the bidder.

Attachment B completed.

Pricing Attachment or vendor provided bids

It is the sole responsibility of the respondents to ensure their responses arrive in a timely manner. Late arrivals will be rejected. Means of bid submissions other than requested will not be considered.

Certificate of Responsibility

- A. Each bidder submitting a bid including installation or labor will provide the district with a certificate of liability coverage.

- B. No bid will be considered or accepted unless the above information is given as specified. Sufficient evidence that said Certificate of Responsibility has been issued and is in effect at the time of receiving bids must be submitted when required by the Owner. Likewise, it shall be the responsibility of the Prime Contractor to require a Certificate of Liability Number from any subcontractor where applicable.

Evaluation Methodology

The Troy School District Board of Education will award one or more contract(s) based on the vendor submission that best meets the needs of the school system with regard to the current

Technology Plan, future growth, RFP specifications, and not necessarily the lowest price even though price will be the priority factor. The following factors will be considered when valuating responses:

- Price of goods and services
- Preference may be given for prior positive experience with the Vendor or manufacture
- Preference may be given to Kansas & Missouri based vendors
- Preference may be given for vendors proposing the use of AP devices in which the AP manufacturer offers a better warranty or support on the access points and management solution

Financing

Portions of this project will be funded from E-Rate Funds. This project is subject to funding availability and contingent upon E-Rate funding commitment, district funding availability, and approval by the Troy School District Board of Education.

Vendor Qualifications

The Troy School District may make such investigations as deemed necessary to determine the ability of the bidder or subcontractors or suppliers to provide the equipment, perform the work, or meet the clients requirements and the bidder shall furnish to the Troy School District all such information and data for this purpose as the Troy School District may request. The Troy School District reserves the right to reject any bid if the evidence submitted by or investigation of such Bidder fails to satisfy the Troy School District that such bidder is properly qualified to carry out the obligations of the contract and/or to complete the work contemplated therein within the time required.

The bidder is specifically advised that any person, firm or other party to whom it proposes to award a subcontract or purchase order under this contract must be acceptable to Troy School District.

A successful vendor (contractor) must have or be certified with the following:

- Be able to supply all products and services.
- Be an authorized dealer or reseller in the State of Kansas for all products.
- Have current liability insurance and workers compensation insurance (please enclose a copy of each with your bid if applicable).
- Provide the documentation of the vendor's wireless, switching and cabling certifications.
- Participate in any required communications with customer to determine any specific requirements not made clear in the RFP.

- Provide a minimum of two K-12 client references for projects of similar size and complexity. Optional*
- A qualified engineer with a minimum certification of CCNA or equivalent shall perform all configurations. Optional *

Disqualification of Bidder

The Troy School District reserves the right to award to other than the lowest bidder when, in the judgment of the district administration, it is in the best interest of the district do so. A Bidder may be disqualified for such reasons as:

- A. Bidder's failure to comply with requirements regarding Certificate of Responsibility.
- B. Bidder's failure to sign Bidder's Proposal Form or to otherwise properly complete the Proposal Form.
- C. Bidder's failure to properly communicate with customer.
- D. Bidder being in litigation with the Troy School District or related parties.
- E. Bidder having defaulted on a previous contract.

- F. Bidder having preformed unsatisfactorily on a previous contract, including but not limited to the Bidder's failure to fulfill the warranty obligations of a previous contract with the Troy School District or other customer.
- G. Bidder's failure to include documentation for required certifications and authorizations.
- H. Bidder's failure to provide a minimum of two K-12 client references for projects of similar size and complexity. Optional *

The above is not an inclusive list.

Objective

Troy School District's objective is for vendors to propose a solution that will meet the criteria of allowing districtwide wireless access which will allow students to conduct moderate to heavy Web access for research with minimal video streaming, such as all students being able to view a 2-4 minute online video in HD once every hour. The Network should be able to support connected devices on each of the two campuses in classrooms, auditoriums, libraries, gyms, cafeterias etc. and must accommodate all campus locations simultaneously. Clients must be able to roam within a school without needing to refresh DHCP. Should the bidding propose a solution that does not meet the specifications listed, the vendor must provide sufficient documentation that the District's objective will be met with their solution.

Equipment & Installation Specification

Cabling for Access Points

All cable and cabling components including jacks and patch panels used in this proposal will be Category 5e or higher rated. The amount needed will be determined by the proposed number of access points and as indicated on the provided building maps.

- If bidding installation or wiring, bid must include cabling and all necessary components (patch cables, patch panels, jacks and mounts, crimp ends, etc.)
- If bidding installation bid must include cost of labor and installation.

Wireless Infrastructure

The Troy School District is requesting solutions including all applicable taxes, shipping costs, needed licensing and support contracts; and if bid, applicable installation of equipment, configuration of equipment, any necessary cabling, any additional necessary electrical power, and training and represent complete installation and integration with the existing network where necessary.

All equipment included in vendor's proposal must be new equipment purchased from an authorized reseller, dealer, or vendor. No grey market, third party, or used equipment will be considered.

- Must support extensible licensing (adding of additional access points over time up to 50 APs)
- Must provide advanced RF and radio resource management
- Must support video delivery across WLAN
- Must support guest access
- Must support hardware-based or local or cloud software based controller management and feature provisioning
- Capable of connecting to wired network via 10/100/1000BASE-T RJ-45.
- Must be IPv6/IPv4 dual stack capable and able to manage IPv6/IPv4 clients.

Access Points

- Must support 802.11/a/b/g/n/ac at 2.4GHz and 5GHz
- Preference may be given if the manufacturer offering higher warranty or support levels
- Must use enterprise-class radios for maximum RF performance and coverage
- Must support rogue access point detection and denial of service attack protection
- Must support client load-balancing across APs and frequencies in mixed client environments
- Must support radio resource monitoring, channel assignment, interference detection

- Must be capable of at least 300 Mbps on 5 Ghz 802.11n connections, preferably dual or higher radio.
- Access points must be IPv6/IPv4 dual stack capable and able to manage IPv6/IPv4 clients.
- Access Point must be capable of supporting autonomous and central control operation
- Access Point must offer features to optimize multicast, quality of service, and video delivery
- Access Point must be certified for use with antenna gains up to 6 dBi (2.4 GHz and 5GHz)
- Exterior Access Point (if specified) must use rugged exterior housing. Vendor must distinguish between interior and exterior access points on their proposal.
- Bids including installation or consultation must include cost of configuration and installation and 8 hours of training on configuration and maintenance for Troy School District's IT Department.

Vendor's solution should also include a method to power the access points, and the cost should be provided in the vendor's bid response.

Other Considerations

Vendor installed Switches, Patch Panels and Cabling

- Any cables run by the vendor will be terminated into a patch panel on one end and in a wall mounted full box jack on the other or at the access point deepening on the use.
- Vendors may use any patch panels currently in place if there are sufficient open jacks in the patch panel.
- If the vendor chooses to install a new patch panel and there is not room on the rack, the vendor will be required to install another, larger rack, placing all of the equipment currently in the small rack into the larger rack.
- If current cables are used, the vendor will be allowed to use the same cable and patch panels regardless of the rating category.
- Vender will be responsible for labeling and testing any connections and providing a document showing all drop locations as well as test results.
- All wiring must be concealed either in wall or conduit. No exposed cable runs will be allowed except where is currently the case.
- Vendor may use any available open port on any PoE switch currently in use in the district. Not all switches used in the Troy School District Data network are may use current PoE standards. If there are not enough open PoE ports that meet the power requirements, vendor will be required to include needed power injectors, required equipment. Determination of needed equipment should be made during the communication with customer.
- Any power injector used by the vendor in their solution must meet the standards of the Access Point manufacturer for the Access Point being powered.

Current Equipment

- All current equipment will remain the property of the Troy School District regardless of its use or non-use in the successful proposal (except in the case of trade-in pricing if noted).
- The Troy School District network is made up of mostly Cat 5e cable, 10/100/1000 PoE HP and Nortel switches, a current 802.11a/b/g Trapeze controller based Wireless system, and APC UPSs. All ports are 1000Mbps. Any equipment in this proposal MUST be interoperable with this system.

Wiring

If additional network drops are bid to accommodate additional access points or access point moves these must be properly terminated and any current terminations must be re-terminated if needed in order to function properly and the termination will be the responsibility of the successful bidder. Please include per drop quotes. If bid for cable install is accepted, and if additional drops would be needed, those would be at the same (or a lower agreed upon) rate per drop.

UPSs

Current battery backups in use in the district that protect LAN and WAN equipment and maintain connectivity are 15 and 20 amp 120v APC Smart-UPS units, both stand-alone and rack mounted. The district is looking to replace entirely or replace batteries of units at two wiring closets at the Troy Grade School and at 3 locations at the Troy High and Middle School. Please request details of needs.

District Building Locations with Needs Listed

Name	Address	Quote Requests
Troy Grade School	230 W Poplar Troy, KS 66087	Wireless APs: 9 Battery Backup: Request for details Cable Installs/Moves: Up to 6
Troy High and Middle School	319 S Park Troy, KS 66087	Wireless APs: 15 Battery Backup: Request for details Cable Installs/Moves: Up to 7
<p>Notes: Any equipment quoted should also include any needed licensing to be fully functional as this RFP requests including and maintenance or support. Wireless quotes may include optional installation and configuration. Quotes for 8 hours of configuration and training consultation will be accepted. Vendors may quote one or more components of this RFP including more than one bid per component if offering different options.</p> <p>If modifications or additions to requested configurations are advised, please communicate this to customer prior to submitting of bids.</p>		

Floor plans for each school will be made available.

Current Network Bandwidth and LAN / WAN Configuration

- Each building in the Troy School District is connected to each other via 1Gbps Ethernet. Campus buildings are connected via single or multi-mode fiber or Cat5e.
- Servers and centralized network devices are located at Troy High School and Troy Grade School MDF.
- Currently, the district has a 20Mbps Internet connection originating at the primary Troy High School building. The district receives Internet services from KanREN.
- Traffic from the Internet is firewalled by a SonicWall NSA 3500, Internet traffic is filtered and regulated by a Lightspeed Rocket appliance located at the Troy High School MDF; DNS/DHCP/Active Directory servers, current network switches, and UPSs are located at the Troy Grade School and Troy High School MDF; and network switches and UPS devices located at each IDF. There are two IDF locations at Troy High and Middle School and one IDF location at Troy Grace School

E-Rate

This proposal request is for services to be subsidized under the Universal Services E-Rate Program for Schools and Libraries. No purchase order will be issued, no installation will occur and no services will be provided until approval of the form 471 application that is issued as a result of the proposals being submitted in response to this request. Troy School District Board of Education approval must also be given.

Right to Reject

The Troy School District reserves the right to accept or reject all proposals or sections thereof when the rejection is in the best interest of the school system. The Troy School District reserves the right to award without further discussion. Therefore, responses should be submitted initially with the most favorable terms the vendor proposes. The Troy School District reserves the right to reject the proposal of a vendor who has previously failed to perform properly or completed on time contracts and to reject the proposal of any vendor who in the opinion of the Troy School District Board of Education, is not in a position to adequately perform the contract. The Troy School District Board of Education reserves the right to reject any and all proposals, any part or parts of a proposal, waive any technicalities/informalities, increase or reduce quantities, make modifications or specifications, and award any or the entire contract in a manner that is in the best interest of the Troy School District. Contracts will be awarded to the vendor or vendors submitting the proposal determined to be in the best interests of the Troy School District.

ATTACHMENT A
INFORMATION FORM (Type or Print ONLY)

NAME OF COMPANY	
ADDRESS OF HOME OFFICE	
CITY OF HOME OFFICE	
STATE OF HOME OFFICE	
COUNTY OF HOME OFFICE	
9-DIGIT HOME OFFICE ZIP CODE	
PHONE # OF HOME OFFICE	
Federal EIN	
DUNS Number (If Applicable)	
E-Rate SPIN Number	

CONTACT Name _____

CONTACT Phone Number _____

CONTACT Email Address _____

By signing below, the vendor acknowledges that the prices listed on this sheet are the prices being bid for this project and that the vendor understands that portions of this Project may be funded from E-Rate Funds. This project is subject to funding availability and contingent upon

E-Rate funding.

PRINTED NAME _____ **TITLE** _____

SIGNED _____ **DATE** _____

Site Visit Form

If required by bid and at Vendor and Customer Discretion

(Contact information for changes/updates/clarifications)

Date	_____
Vendor Name	_____
Contact Name	_____
Address	_____ _____
Phone Number	_____
Email Address	_____
Check preferred method of contact:	<input type="checkbox"/> Email <input type="checkbox"/> Phone