

**Request for Proposals
2019 – 2020 Wireless Project
Lafayette County School District
100 Commodore Drive
Oxford, MS 38655**

Notice to Bidders

Notice is hereby given to interested bidders that the Lafayette County School District will receive written, sealed bids until the hour of 3:00 p.m. on February 15, 2019 in the office of the Superintendent of Education at 100 Commodore Drive, Oxford, MS, and opened at said time and to be accepted or rejected by the Lafayette County School District, for sale to the district, pending availability of funds, for use in the Oxford School District, the following:

2019 – 2020 Wireless Network Infrastructure

The Lafayette County School District is currently accepting bids for technology equipment including wireless network devices, labor, installation and any needed network cabling. An onsite meeting has been scheduled for interested bidders on Wednesday, January 30, 2019 at 9:00 AM. The meeting will be held at the Central Office located at 100 Commodore Drive Oxford, MS 38655. The Lafayette County School District also requests that interested vendors provide a demonstration of equipment and management options they intend to offer to the district to satisfy the requirements of this project. This demonstration will take place on Wednesday, January 30, 2019 as well. Bids will be due on Friday, February 15, 2019. For more information, contact McNeil Stanford, Technology Director via phone (662) 234-3271 or by e-mail (mcneil.stanford@gocommodores.org).

General

Lafayette County School District is working to establish a reliable and dependable wireless network that will help in our transition to a 1:1 technology initiative. The district currently uses Extreme switches for network connectivity and will be replacing Meraki wireless devices. The district would prefer a turnkey solution proposal to this RFP for consistent, efficient and cost effectiveness for the district during the implementation of the projects as well as future support. Lafayette County School District has developed a scoring criteria list for evaluation of proposals described further in this RFP document.

Each Vendor who intends to submit a proposal shall notify the District, in writing, of such intent.

The letter of intent can be e-mailed to McNeil Stanford at mcneil.stanford@gocommodores.org. The email containing this intent notification shall be clearly marked in the subject line: "Letter of Intent to submit to Wireless Network Bid"

This notification will assure that Vendors who intend to respond receive subsequent information and instructions or RFP addenda, if any. The failure of any Vendor who intends to respond to provide such notification shall relieve the District of any responsibility or liability for the actual or alleged non-receipt of response materials.

Letter of Intent Due: **February 8, 2019 by 3:00 PM.**

Certifications desired, but not necessarily required, for the proposed equipment and services of this RFP include:

Cabling certifications with a fulltime RCDD (Registered Communications Distribution Designer) on staff is desirable and is part of the bid assessment. (This is by an organization called BICSI and their web site is BICSI.org). BICSI ITS Installer 2, Copper and Optical Fiber certifications are desirable. MCITP-SE (Microsoft Certified IT Professional Server Administrator) and MCITP-EA (Microsoft Certified IT Professional Enterprise Administrator) certifications are desirable. For equivalent products proposed, similar certifications are requested to be submitted with your proposal. Certifications should be in the brand of products offered for a solution by the vendor.

Lafayette County School District prefers that responding vendors have an office or other physical place of business within a range of 100 miles of the district location. This preference is in support of responding time for repairs and support of the proposed solutions. Vendor and Vendor's direct employees should complete all work. No-subcontracted work will be accepted.

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

Prices quoted shall be all-inclusive (including all applicable taxes, shipping cost, installation of equipment, training, technical support and trash removal) and represent complete installation and integration with the existing network where necessary. Prices quoted in the vendor's response will remain in effect for a period of sixty (60) days prior to 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 at once notify the Lafayette County School District. All questions should be addressed to McNeil Stanford as outlined below. The preferred mode of contact is via email.

McNeil Stanford
Technology Coordinator
Lafayette County School District
100 Commodore Drive
Oxford, MS 38655
662-234-3271
mcneil.stanford@gocommodores.org

Proposers are prohibited from contacting or lobbying members of the School Board, school district administrators, superintendent, school district employees, or school technicians. All contact in reference to this RFP is to be through McNeil Stanford at mcneil.stanford@gocommodores.org.

Interpretation and Changes

The intent of this RFP is to communicate the Customers requirements to any qualified and interested vendor. Our intention is to receive proposals for the equipment as stated in this document. The Customer may make corrections or changes to the RFP. If the customer makes changes or corrections to the RFP it will be posted as an ADDENDUM on the Lafayette County School District Website (www.gocommodores.org). It is the responsibility of the Vendor to check the website before submitting a proposal for any posted changes to the RFP. Interpretations, corrections, or changes to the RFP made in any other manner will not be binding, and The Vendor shall not rely upon such interpretations, corrections, or changes.

Mandatory Walk-Through

A required, mandatory meeting will be held **January 30, 2019**. We are requesting that all attendees are present at the Central Office (100 Commodore Drive) at **9:00 a.m.** There will be a 10 minute entrance meeting in our boardroom where we will hand out maps. This will be our only onsite meeting. Any company that does not have a representative present will NOT be considered for the project. This meeting will be used to show all vendors the existing cabling and cabling closets. This time will be used to take notes to enable proper bids for the number of devices required as well as distances for any lengths of cable needed. This will also give vendors time to ask questions about the sites and determine what materials will be required for the project. The demonstration of proposed equipment will follow this meeting.

Failure to conform to these conditions will be grounds for disqualification of the proposer.

Questions regarding the RFP may be emailed to mneil.stanford@gocommodores.org or call McNeil Stanford at 662-234-3271.

Response Submission

Responses to this RFP must be submitted to the Lafayette County School District no later than the hour of 3:00 o'clock p.m. on February 15, 2019. Two hard copies of the proposal must be sealed and submitted to:

**Lafayette County School District
ATTN: McNeil Stanford
100 Commodore Drive
Oxford, MS 38655**

“Wireless Network Infrastructure Bid Response” should be clearly marked on the face of the envelope as well as the opening date of February 19, 2019.

Bids can also be emailed to mneil.stanford@gocommodores.org with the subject line of “Wireless Network Infrastructure Bid Response”

It is the sole responsibility of the respondents to ensure their responses arrive in a timely manner. Late arrivals will be rejected. The Lafayette County School District is not responsible for delays to the United States Postal Office, UPS, Fed Ex and/or etc. Oral, telephone, or telegraphic bids shall not be

considered. Signatures on the proposals shall be in longhand and executed by a principal duly authorized by the vendor to make a contract.

Certificate of Responsibility

- A. Each Bidder submitting a bid in excess of \$50,000 on public projects must show on his bid and on the face of the envelope containing the bid, his Certificate of Responsibility Number, as required by Section 31-3-5 and 31-3-21 (latest edition) Mississippi Code of 1972. If the bid does not exceed the amount of \$50,000 on public projects, a notation so stating must appear on the face of the envelope.
- B. No bid will be opened, 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 Responsibility Number from any subcontractor where applicable.

Evaluation Methodology

The Board of Education will award a contract 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 a priority factor. The following factors will be considered when evaluating responses:

- Price of Goods and Services
- Preference will be given for Prior Positive Experience with School District
- Preference will be given to Local and Mississippi Vendors
- Preference will be given to vendors who offer a turn-key solution.
- Preference will be given to vendors with a recent working knowledge of the School Districts existing network.
- Preference will be given to vendors with a proven service history.
- Preference will be given to vendor with three Mississippi References

Vendor Qualifications

The Lafayette County School District may make such investigations as deemed necessary to determine the ability of the Bidder or subcontractors or suppliers to perform the work, and the bidder shall furnish to the Lafayette County School District all such information and data for this purpose as the Lafayette County School District may request. The Lafayette County School District reserves the right to reject any bid if the evidence submitted by, or investigation of such Bidder fails to satisfy the Lafayette County 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 the Lafayette County School District.

The winning vendor must have or be certified with the following:

- Must be able to supply all products and services.
- Must be an authorized dealer in the State of Mississippi for all products.
- Must have current liability insurance and workers compensation insurance (please enclose a copy of each with your bid).
- Must have appropriate Manufacturer Partner Status for products being quoted.
- Must participate in the mandatory pre-bid conference and site walkthrough, which will be held on January 30, 2019 at 9:00 AM.
- Winning vendor must submit the name of the staff member who will be assigned as Project Manager.
- Must have it's direct employees to complete all work, no sub-contractors will be accepted

Disqualification of Bidder

The Owner reserves the right to award to other than the lower Bidder when, in the Owner's judgment, it is in his best interested to 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 being in arrears on existing contracts.
- D. Bidder being in litigation with the Owner.
- 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 Owner.
- G. Bidder's failure to include documentation for required certifications and authorizations.

The above is not an inclusive list.

Equipment, Maintenance & Installation Specification

Equipment specifications must be compatible with Extreme X440/X450 G2 POE switches.

Notwithstanding any of the specific details described within this document, it will be the obligation of the selected vendor to adhere to accepted industry standard methods and practices.

Vendors must provide a WLAN System that meets the following requirements. All vendors also have the option to submit bids that meet the requirement, as well as an alternate bid that exceeds the minimum requirements listed below.

Lafayette County School District's intent is to implement a next generation wireless solution for 1:1 and online testing. A primary requirement with this solution is to provide the capability to operate with single SSID for all WLAN users and district owned devices. Ensuring that available wireless bandwidth is available

during critical testing windows will be accomplished through effective use of user/device policies within a single SSID. This will provide ease of use and ease of administrative management. Another critical requirement of this system is the ability to maintain client Session State in the event of a Wireless controller failure. By leveraging advanced features of next generation wireless functionality, Lafayette County School District can eliminate rogue/unauthorized Wi-Fi in classrooms. With a single SSID, and the assurance that devices aren't confused by complex VLAN design will allow our teachers to maximize their instructional time, and not be burdened with technical support challenges in their classroom.

- Must integrate seamlessly into existing wired infrastructure
- Access Points must support dual concurrent, dual-band 802.11a/n (5 GHz) and 802.11b/g/n (2.4 GHz) connectivity
- Access Point must support PoE and provide the option for an external power adapter.
- Access Points should be available with internal and external antenna options.
- Access Points must support a semi-autonomous mode of operation being able to support intelligent AP encryption, security, filtering, RF Management and QoS, without dependency of the controller.
- Must support policy enforcement and rate limiting at the AP. Please describe this capability.
- Access Points must simultaneously support tunneled traffic and bridged traffic at the AP.
- Access Points must support self-forming and self-healing meshing
- Must provide the capability to ensure equal airtime for all clients in environments where there is a mix of 802.11a/b/g clients and 802.11n clients. Please describe how this capability is provided.
- Access Point must support plug and play installation
- Access Points must be able to be configured to provide load balancing and band-steering. Please describe the capability.
- Access Points RF Management must support automatic channel selection and transmit power controls.
- Access Points RF Management must adapt to new channels based on user configurable signal-to-noise ratio and channel occupancy.
- System must support centrally-deployed configurations and upgrades. Please describe this capability.
- Must support assignment of policies to the clients without requiring segmentation via dedicated SSIDs
- Must support the ability to apply and control wireless client policy and Rate Limit per client within a single SSID.
- Controller/AP must support option to tunneled and bridge traffic from same user based on Layer 2/Layer3/Layer4 rule matching to optimally support protocol like Bonjour, UnPN and any other generic link-local multicast protocols
- Must support authentication and encryption standards including: WEP, WPA (TKIP), WPA2 (AES), 802.11i, 802.1x
- Must support RADIUS Authentication and Accounting
- Must support a lifetime warranty on APs. Please describe the warranty offered for both the wireless APs and wireless controller.

Cabling:

- All components shall be factory new, not reconditioned or refurbished. All components shall be an available commodity and vendor supportable at the time of award.
- Cables shall run parallel or at right angles to the building structure, and shall not be looped diagonally across the ceiling space.
- Cables should avoid all sources of EMI (electromagnetic interference).
- Cables must avoid all sources of heat such as heating ducts and hot water pipes.
- Do not lay cables on suspended ceilings or support from the ceiling suspension system.
- Cables must never exceed a 90-degree bend radius.
- Provide J-Hooks or equivalent for cable support. Cable shall be supported at 4-5 foot span intervals.

- Do not bind cables tightly together with wraps. Wraps shall slip loosely around cable.
- Do not exceed 25 lbs pulling tension per cable.
- Do not crimp or bend cables into a tighter radius than 4x the diameter of the cable (approx. 1" bend radius).
- Must leave some slack (minimum 18 inches) on each end of cable run in the event of servicing or other requirement.
- All cables must be clearly labeled on each end with machine-generated labels.
- Cat-6 patch cables must be provided for any patch panel installations.

Right to Reject

The Lafayette County 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 Lafayette County School District reserves the right to award without further discussion. Therefore, responses should be submitted initially with the most favorable terms that the vendor proposes. The Lafayette County 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 Lafayette County Board of Education is not in a position to adequately perform the contract. The Lafayette County 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 school system. Contracts will be awarded to the vendor submitting the proposal determined to be in the best interests of the Lafayette County School District.

REFERENCES

1. BUSINESS NAME: _____

CONTACT PERSON: _____

TITLE OF CONTACT: _____

ADDRESS: _____

TELEPHONE NUMBER: _____

2. BUSINESS NAME: _____

CONTACT PERSON: _____

TITLE OF CONTACT: _____

ADDRESS: _____

TELEPHONE NUMBER: _____

3. BUSINESS NAME: _____

CONTACT PERSON: _____

TITLE OF CONTACT: _____

ADDRESS: _____

TELEPHONE NUMBER: _____

Bidder's Proposal Form
Wireless Network Infrastructure

Vendor Information

Vendor Name: _____

Vendor Address: _____

Vendor City: _____ State: _____ ZIP: _____

Vendor Telephone: _____ Fax: _____

Item	Description	Cost
Total Bid (Not to Exceed)		

Acknowledgements (initial beside each)

_____ I/We warrant that all equipment quoted is new (meaning having never
Acknowledged/Agreed been opened or refurbished by any party since original manufacturing)

_____ I/We warranty that all equipment quoted meets or exceeds requested
Acknowledged/Agreed quantity, brand, and specifications as detailed in this RFP. If any
products do not meet or exceed requested quantity, brand, and
specifications, documentation is attached with noted quantity, brand,
specifications and warranty of optional items/solutions

Authorized Signature, Title and Date: _____