



SUPERINTENDENT

Dr. Bradley Anderson

Telephone: 912-529-7101

Facsimile: 912-529-4226

TREUTLEN COUNTY BOARD OF EDUCATION

5040 South Third Street • Soperton, Georgia 30457

REQUEST FOR PROPOSALS FOR INTERNAL CONNECTIONS

E-RATE (2020-2021)

- √ **Network Electronics**
- √ **Installation and Configuration Services**

RELEASE DATE: 1/21/2020

RESPONSES DUE: 02/28/2020

Please return one (1) sealed and clearly identified response of your proposal to Greg Martin, IT Coordinator, Treutlen County Schools, 5040 South Third Street, Soperton, GA 30457. All responses are due by 2:00 p.m. on 05/10/2015.

Treutlen County Schools does not discriminate on the basis of age, race, color, national or ethnic origin, sex, or handicap in employment practices or in administration of any of its educational programs and activities in accordance with applicable federal statutes and regulations.

The mission of Treutlen County Schools is to empower students to strive for academic excellence, graduate from high school, and become successful life-long learners.

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The Treutlen County School District is soliciting proposals from qualified vendors for Internal Connections for Treutlen Elementary/Treutlen Middle High School. Refer to Section II for additional information.

I. INSTRUCTIONS TO BIDDER AND GENERAL TERMS AND CONDITIONS

1. **E-Rate instructions:** This RFP will be issued at the same time the FCC Form 470 is filed; this RFP will remain posted for no less than 28 days.
2. Funding will be subject to E-Rate eligibility and District Approval. Any Contract entered into by the District will be contingent upon e-Rate funding.
3. Proposals will be considered as specified herein attached hereto under the terms and conditions of this proposal.
4. Proposals must be made in the official name of the firm or individual under which business is conducted (showing official business address) and must be signed in ink by a person duly authorized to legally bind the person, partnership, company or corporation submitting the proposal.
5. Offers are to include all applicable requested information and are encouraged to include any additional information they wish to be considered.
6. One (1) clearly identified original of your proposal is required for district evaluation.
7. Sealed responses are due on **02/28/2020** to **Greg Martin, IT Coordinator, 5040 South Third Street, Soperton, GA 30457**. Responses received after this time and/or date will not be considered.
8. If there are any questions concerning this bid, please direct those to: gmartin@treutlen.k12.ga.us. Deadline for questions will be **02/21/2020**, at **1:00 PM**. No questions will be accepted after this time. Answers to questions will be posted for all to see on the school's website. (<https://www.treutlen.k12.ga.us/administration/16>)
9. The District shall not be responsible for unidentified proposals.
10. All entries shall be entered in ink or typewritten and shall remain firm for a period of not less than **(ninety) 90 days**. Mistakes may be crossed out and corrections inserted adjacent thereto, and shall be initialed, in ink, by the person signing the proposal.
11. Offers, amendments thereto or withdrawal requests must be received by the time advertised for proposal opening to be timely filed. It is the vendor's sole responsibility to insure these documents are received by the person (or office) at the time indicated in the solicitation document.

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12. By submission of an offer, you are guaranteeing that all services meet the requirements of the solicitation.
13. Offerors must clearly mark as “Confidential” each part of their offer which they consider to be proprietary information that could be exempt from disclosure under the state of Georgia Open Records Act. The owner reserves the right to determine whether this information should be exempt from disclosure and no legal action may be brought against the owner or its determination in this regard.
14. The document that will form the contract shall include the entire solicitation, all amendments, the winning offeror’s proposal and the subsequent “Contract Agreement”.
15. This solicitation does not commit Treutlen County Schools to award a contract, to pay any cost incurred in the preparation of a proposal, or to procure or contract for the articles of goods or services. The owner reserves the right to accept or reject any or all proposals received as a result of this solicitation, to negotiate its entirety this solicitation if it is in the best interest of the owner to do so. The offeror shall bare all costs associated with the preparation of the response.
16. The offeror shall provide number of personnel and qualifications of each person who plan and perform the services described in this bid. The response shall include at a minimum, the following items:
 - a. Description of the primary products/services offered by the company.
 - b. Description of the experience of this company in fulfilling contracts similar to and described in this bid.
17. The owner reserves the right to select such proposal which it deems appropriate and the owner is not bound to accept any proposal based upon price alone. Any award resulting from this bid shall be made to the responsive and responsible offeror whose proposal is determined to be most advantageous to the owner taking into consideration price and the evaluation factors set forth herein.
18. Every effort has been made to insure that all information needed by the offeror is included herein. If an offeror finds that the proposal cannot be completed without additional information or if there are any questions regarding this bid, please direct those to: gmartin@treutlen.k12.ga.us. All replies to the questions shall be in writing. All questions and written replies will be distributed to all offerors and will be regarded as a part hereof.
19. Proposals, amendments, thereto or withdrawal requests must be received by the time advertised for proposal opening to be filled. It is the vendor’s sole responsibility to insure that these documents are received by the person (or office) at the time indicated in the solicitation document.
20. When specifications or descriptive papers are submitted with the offer, enter offeror’s name and solicitation number.

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21. The intent of the District is to enter into a negotiated procurement prior to acceptance of an offer, therefore, it must be understood that confidentiality and impartiality are of paramount importance.
22. **Ambiguous Offers:** Offers, which are uncertain as to terms, delivery, compliance to requirements and/or specifications, may be rejected or otherwise disregarded.
23. **Offeror's Qualifications:** Offers shall be considered only from offerors who are regularly established in the business called for, and who in the judgment of the district, are financially responsible and able to show evidence of their reliability, ability experience, and have personnel directly employed or supervised in the manner called for under this contact. The district may make such investigation as deemed necessary to determine the ability of the offeror to perform the work, and the offeror shall be deemed necessary to determine the ability of the offeror to perform the work and offeror shall furnish to the district all such information and data needed for this request, including a detailed list of the equipment which the offeror proposes to use; and a detailed description of the method proposed for service completion/installation. The district reserves the right to reject any offer if the evidence submitted by, or investigation of such offers demonstrates that the offeror is not properly qualified to carry out the obligations of the contract and to complete the work contemplated therein.
24. **Explanation to Prospective Offerors:** Any prospective Offeror desiring an explanation or interpretation of the solicitation, drawings, specifications, etc., must request it in writing soon enough to allow a reply to reach all prospective Offerors before the submission of their offers. Oral explanations or instructions given before the award of the contract will not be binding, Any information given to a prospective Offeror concerning a solicitation will be furnished promptly to all other prospective Offerors as an amendment of the solicitation, if that information is necessary in submitting offers or if the lack of it would be prejudicial to any other prospective offeror.
25. **Offeror's Responsibility:** Each offeror shall fully acquaint himself with conditions relating to the scope, and restrictions attending the execution of the work under the conditions of this proposal.
26. **Competition:** This solicitation is intended to promote competition, if the language specifications, terms and conditions, or any combination thereof restricts or limits the requirements in this solicitation to a single source, it shall be the responsibility of the interested vendor to notify the district in writing. The solicitation may or may not change, but a review of such notification will be made prior to award.
27. **Waiver:** The owner reserves the right to waive any provisions of this solicitation.
28. **Georgia Law Clause:** Upon award of a contract under this solicitation, the person, partnership, association, or corporation to whom the award is made, must comply with the laws of the state of Georgia, which require such person or entity to be authorized and/or

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licensed to do business in this state. By submission of this signed offer, the Offeror agrees to subject itself to the jurisdiction and process of the courts of the state of Georgia as to all matters and disputes arising or to arise under the contract and the performance thereof, including any questions as to the liability of taxes, licenses of fees levied by the State/County.

- 29. Accidents:** The vendors shall hold the owner harmless from any and all damages and claims that may arise by reason of any negligence on the part of the vendor, his agents, or employees in the performance of this contract, and in case of any action brought therefore against the owner or any of its agents or employees, the vendor shall assume full responsibility for the defense therefore, and upon his failure to do so on the proper notice, the owner reserves the right to defend such motion change all cost thereof to the vendor. The vendor shall take all precautions necessary to protect the public against injury.
- 30. Affirmative Action:** The successful Offeror shall take affirmative action in complying with all Federal, State and County requirements concerning fair employment, employment of the handicapped and concerning the treatment of all employees, without regards of discrimination by reasons of race, color, sex, religion, and or national origin.
- 31. Force Majeure:** Neither the District nor the successful offeror shall be considered to be in default of this Agreement if delays in or failure of performance shall be due to Uncontrollable forces, the effect of which, by the exercise of reasonable diligence, the non-performing party could not avoid. The term “Uncontrollable Forces” shall mean any event which results in the prevention or delay of performance by a party of its obligations under this Agreement and which is beyond the reasonable control of the non-performing party. It includes, but is not limited to fire, flood, earthquakes, storms, lightning, epidemic, war, riot, civil disturbance, sabotage, and governmental actions.
- 32. Assignment:** No contract may be assigned, sublet or transferred without written approval of the Director of Technology.
- 33. Proposal Evaluation:** Proposals received on-time will be evaluated based on the E-Rate criteria as outlined below. The following factors will be used in evaluating bid responses; price is weighted higher than any other single factor:

Factor	Points Available
Price for Eligible Products and Services	40
Proposal meets all technical standards and is complete in scope of the project	30
Prior Experience with the Vendor	20
Costs of no Eligible Products and Services	5
E-Rate Expertise	5
Total	100

Prior Experience with the Vendor

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- 34. **Arbitration:** Under no circumstances and with no exception will Treutlen County Schools act as arbitrator between the Offeror and any sub-contractor.
- 35. **Change Orders:** No oral statement of any person shall modify or otherwise change, or affect the terms, conditions or specifications stated in the resulting contract. All change orders to the contract will be made in writing by the Appointed Contracting Officer.
- 36. **Special Notation:** The Purchasing Department is acting under that authority given to it in the District Procurement Policy to procure contracts. The resulting contract is between the District and the successful offeror. The Purchasing Department bears no liability for any damages that any party may incur in the execution or enforcement of the contract.
- 37. **Award:** Treutlen County Schools reserves the right to reject any and all proposals and to make an award in the best interest of the District.
- 38. **Notice for Taxes, Travel and Living Expenses:**
 - *All prices/rates quoted must be inclusive of all applicable taxes (local, state, and federal).
 - *All proposals must be complete and avoid any hidden items, and must include any estimates for labor, equipment delivery, licenses, as well as cost-reimbursable items such as travel, and out-of-pocket expenses.
- 39. **SPIN Number:** Include *Service Provider Information Number (SPIN)* for E-Rate purposes.
- 40. **References:** Proposers must provide a minimum of three (3) **current** references of similar services/solutions they have provided, including contact information.

II. BUILDING LOCATIONS

Treutlen Elementary and Treutlen Middle/High School are located on the same campus.

**Treutlen County Schools
7892 Highway 29 North
Soperton, GA 30457**

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III. DATES, ACTIVITIES, AND TIMELINES

Any questions regarding this bid should be directed to: Greg Martin at gmartin@treutlen.k12.ga.us.

Event	Date
Release Bid to Bidders	04/24/2020
Deadline for Bid Questions	02/21/2020
Deadline for Proposal Submission	02/28/2020
Date of E-Rate Service	July 1, 2020 through June 30, 2021

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IV. BID SUBMISSION FORM

This form must be included in your bid package.

COMPANY NAME: _____

COMPANY ADDRESS: _____

E-RATE SPIN NUMBER: _____

RESPONSIBLE PERSON'S NAME AND AUTHORIZED SIGNATURE*:

Name

Signature

Date

Contact Telephone Number

Contact Email: _____

**Signature certifies that the proposed solution and services meet all requirements outlined in the bid and that the vendor will comply with all specified requirements.*

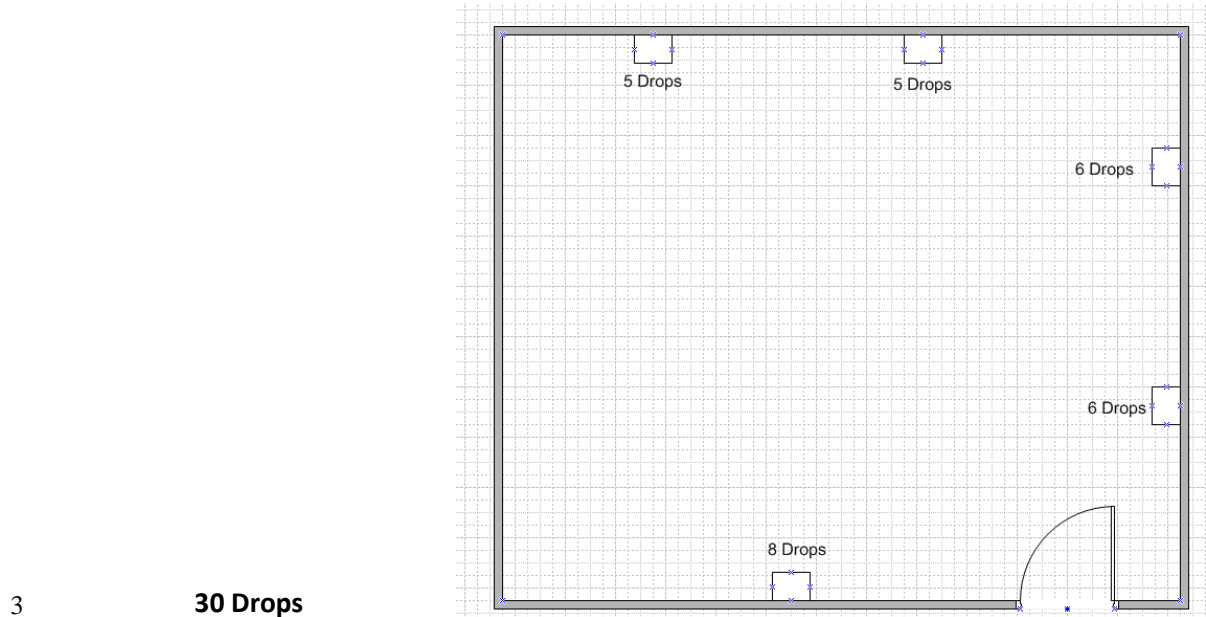
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V. SERVICE DESCRIPTION AND PRICING

This form must be included in your bid package.

PROVIDE PRICING FOR THE FOLLOWING:
Any equivalent brand products or services, if bid, will be considered by the District.

<u>#</u>	<u>Qty</u>	<u>Description</u>
1	6	48 Port Switch X450-G2-48p-GE4-Base Connecting Cable to connect new switches to the existing stacks in each of the IDF closets
2	6	1m QSFP+ Passive Copper Cable Drops from an existing classroom to the IDF on that hall. The distance to the lab from the MDF is about 200 feet. The bid must include a patch panel for end connection. The drops are to be installed above ceiling and drops down the wall shall be in cable management molding. This would include installation of patch panel, cable, punch down and testing.



Please include additional pages for pricing and descriptions as necessary to fully explain your proposed solution

VI. Technical Requirements

Access/Aggregation Switches

- Must offer a stackable switching solution that supports flexible port configurations providing the ability to support 10/100/1000Base-TX and 1000Base-X SFP or 10GBaseX-SFP+ uplink ports.
- (Applies to the x450-G2-GE4 Models) Must provide a stackable switch with 48 10/100/1000Base-TX ports and 1000Base-X SFP ports. 48 port switch must offer system performance of at least 188 Gbps switch bandwidth and 139 Mpps forwarding rate.
- Must support flexible stacking options with an option for high speed stacking of up to 84 Gbps using dedicated stacking ports.
- It is preferred that the 10 Gigabit Ethernet modules will also be able to accept standard Gigabit SFP transceivers.
- Must support redundant modular power supplies.
- Must support 802.3af and 802.3at PoE+
- Must be capable of supporting up to 30 watts of PoE power per switch port with a POE budget of at least 850W with one power supply and 1440W with 2 power supplies.
- Must support stacking of up to eight units in a stack.
- Must support SNMPv1, SNMPv2c, and SNMPv3
- Must support RMON (Statistics, History, Alarms, Events)
- Must support the ability to authenticate multiple users on a single port via 802.1X, web or MAC at the same time.
- Must support dynamic role-based policy, independent of the VLAN assigned to the port. Please describe the capabilities and integration with the SNMP management platform.
- Must support bandwidth policing and rate limiting.
- Must support up to 8 QoS queues per port
- Must support high availability network protocols. Please describe any specific features supported by the switch to ensure high availability.
- Must support 802.1w Rapid Reconfiguration of Spanning Tree and 802.1s Multiple Spanning Trees
- Must support Port mirroring options (one-to-many, many-to-many)
- Must support 802.3ad Link Aggregation.
- Must support LLDP and LLDP-MED
- Must support RADIUS Accounting and TACACS+
- Must support MAC security with lockdown and limit capabilities
- Must support a Lifetime Warranty that includes sustaining releases for software, phone support and advanced hardware replacement.

VII. BID Evaluation Considerations

The following Evaluation Considerations are provided for your review and consideration. They will be used in the evaluation of responses to this bid and Form 470 associated with this bid.

- **Quality and Responsiveness of Proposal** – the degree to which responder answered the bid questions; completeness and clarity of response; conformance to instructions; conformance to terms and conditions; conformance to bid specifications.
- **Technical Merit of the Proposed Solution** – Did the responder demonstrate a comprehensive understanding of the project and familiarity with the requirements and specifications?
- **Substantial Responsiveness** – Does the proposal fulfill the requirements and the technical specifications or propose a different design that does not offer substantial equivalence in critical performance parameters or in other requirements?
- **Technology Evaluation** – The technology platform and architecture being proposed needs to be evaluated to make sure that the equipment can meet the application and service demands that will be placed on the telecommunications/Internet Access Services.
- **Relevant Experience** – Does the responder have experience in the configuration and installation of Telecommunications/Internet Access similar to the scale and scope that you intend for your district?
- **Availability of Technical Support** – Are there readily available technicians who will provide troubleshooting?
- **Check Internal Connections References** – Contact references to verify quality and technical performance of Internal Connections installed by responders.

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- **Reliability of Service/Continuance of Service** – What is the responder’s record of reliability? What is the maximum length of downtime for transition, upgrade, and repair (the period of time during which service is not provided) of Internal Connections?
- **Flexibility** – Responders willingness and experience in adapting to mid-course corrections.
- **Scalability** – Is the solution architecture scalable for future growth and enhancements?
- **User Experience** – Ease of use; compatibility with existing systems/hardware.
- **Open Standards** – Does the solution utilize Proprietary or Open standards based equipment?
- **Vendor’s Financial Stability** – Review the financials of the bid responders to ensure they have the financial livelihood to deploy the project.
- **Warranty** – Extended warranty offer; length of time on individual components, replacement components and parts; quick and efficient exchange and replacement process.