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Andalusia City Schools

Educate & Empower for Excellence

Superintendent

Daniel Shakespeare

May 21, 2025

INVITATION TO BID Structured Cabling

To Whom It May Concern:

The Andalusia City Schools Board of Education is accepting sealed proposals for a structured cabling project. Your company is hereby united to submit a Bid Quotation on the items and quantity, as described further in the written invitation and specifications. Please return the bid form pages with your official bid.

Sealed bids must be received at Andalusia City Schools Board of Education, 1201 C. C. Baker Avenue, Andalusia, Alabama, 36421, **prior to 10:00 a.m. CDT on Monday, June 16, 2025.** Bids will be publicly opened at that time. Please mark the outside of the envelope on the lower left-hand corner with **"ACS Cabling RFP 25-26, Not to be opened until 06/16/25 @ 10:00 a.m.."**

The low bid will be presented to the Andalusia City Schools Board of Education for consideration and award. Formal notification will be provided to the successful low bidder only following board approval.


The Andalusia City Schools Board of Education reserves the right to reject any and/or all bids, to waive technicalities or informalities; and to award the bid to other than the high bidder if cause can be documented, and in accordance with the Title 39 Code of Alabama.

Technical Questions may be addressed to:

Matthew McQuay, Technology Director
Phone: (334) 222-3186
Email: mcquaym@andalusia.k12.al.us

All other Questions may be addressed to:

Dr. Daniel Shakespeare, Superintendent
Andalusia City Schools Board of Education
1201 C.C. Baker Avenue
Andalusia, Alabama 36421
Phone: (334) 222-3186


Dr. Daniel Shakespeare, Superintendent

The Andalusia City Schools System does not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs and activities and provides equal access to the Boys Scouts and other designated youth groups. The following persons have been designated to handle inquiries regarding the non-discriminatory policies: Lindsey Cross, Title IX and 504 Coordinator, 1201 C.C. Baker Ave., Andalusia, AL 36421, 334-222-3186, crossl@andalusia.k12.al.us and Jenifer Earnest, Federal Programs Coordinator, 1201 C.C. Baker Ave., Andalusia, AL 36421, 334-222-3186, earnestj@andalusia.k12.al.us



Andalusia City Schools

Educate & Empower for Excellence

ANDALUSIA CITY SCHOOLS BOARD OF EDUCATION REQUEST FOR PROPOSAL

**STRUCTURED CABLING PROJECT FOR ANDALUSIA ELEMENTARY,
ANDALUSIA JUNIOR HIGH & ANDALUSIA HIGH SCHOOLS**

ACS CABLING RFP 25-26

Matthew McQuay
mcquaym@andalusia.k12.al.us

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1. OVERVIEW

- 1.1. The Andalusia City School District (ACS) is issuing this Request for Proposal (RFP). The Andalusia City Board of Education is seeking bids to replace the ethernet structured cabling at two schools within the district. The objective of this project is to upgrade the structured cabling infrastructure to support wired networks, wireless access points, PoE security cameras, fiber optic cabling, network racks, and other ethernet-connected devices at the specified locations. This RFP seeks services capable of supporting both current and future network requirements for Andalusia City Schools. All services must be delivered to the locations detailed in this document (RFP Section 15).
- 1.2. Prices should be all inclusive. All-inclusive, in this case means, including all special construction or non-recurring costs (NRC) (see description in later section) required by the vendor to commence service. No increased pricing will be allowed during the term of the quoted special construction/NRC and MRC rate in each pricing cell of the spreadsheet.
- 1.3. Respondents shall provide complete pricing details for parts and labor.

2. INSTRUCTIONS TO VENDORS

- 2.1. Request for Proposal is for:
Andalusia City Schools Board of Education
1201 C.C. Baker Avenue
Andalusia, AL 36421
- 2.2. Vendor must mail or deliver one original proposal marked "ORIGINAL" and one copy of the response to: Andalusia City Schools Board of Education
Attn: Dr. Daniel Shakespeare - Superintendent
1201 C.C. Baker Avenue
Andalusia, AL 36421
- 2.3. All proposals must be in sealed envelopes and shall be in the hands of Dr. Daniel Shakespeare, Andalusia City Schools Board of Education Superintendent, no later than Monday, June 16, 2025 at 10:00 A.M. CDT.
- 2.4. Proposer to submit two complete hard copy sets (original and one copy) and two soft copies on USB memory key.
- 2.5. EMAILED OR FAXED BIDS WILL NOT BE ACCEPTED.
- 2.6. Vendors must direct any and all questions regarding this Request for Proposal via email to:
Mr. Matthew McQuay
Technology Director
Andalusia City Schools Board of Education
mcquaym@andalusia.k12.al.us
- 2.7. All submitted questions and their corresponding answers will be posted publicly on the district's Bids & RFP page: <https://andalusiacityschools.schoolinsites.com/boardofeducation/bidproposals> This page will be updated regularly until the deadline for RFP questions, as specified in RFP Section 3 and RFP Section 17. **Please check this page frequently for updates or additional information.**
- 2.8. Responses must be delivered in a sealed envelope or carton that clearly marks "ACS Cabling RFP 25-26, Not to be opened until 06/16/25 @ 10:00 a.m." in the lower left-hand corner. Bids delivered in Federal Express, UPS, or any other such deliverer's envelope shall be sealed in a separate envelope inside the deliverer's packaging. The bid name, number and bid opening date shall be written on the outside of deliverer's envelope. Failure to do this may cause the bid to be inadvertently opened and thus rejected.
- 2.9. Submissions received after the proposal due date and time, as specified in RFP Section 3, will automatically be disqualified.
- 2.10. The time, date of delivery, as well as the company name that is responding to the RFP must be clearly marked on face of sealed envelope or carton. Also include all appropriate Contractor's License information. All price quotations and related materials must be received in a sealed envelope.
- 2.11. The Vendor shall NOT contact any other District employee or School Board member during this proposal process without prior approval of Mr. Matthew McQuay. Failure to comply may result in disqualification.

3. SCHEDULE OF EVENTS:

3.1. Dates & Times:

Release RFP	May 21, 2025
RFP Questions	May 21, 2025 - June 6, 2025 @ 3 p.m.
Mandatory Bid Meeting (See Walk-Through Exception in Section 7)	May 29, 2025 at 9:30 AM
Proposals Due	June 16, 2025 at 10:00 AM
Board Approval	June Board Meeting
Installation Begins	A.S.A.P.
School Facilities Installation Complete	July 17, 2025

- 3.2. The mandatory Bid Meeting will be held in person at the Andalusia City Schools Central Office (1201 C.C. Baker Avenue, Andalusia, AL 36421) Location will be in the Conference Room. Afterwards, a walkthrough will be held at each of the schools that are a part of this project. (See Walk-Through Exception in Section 7)

4. GENERAL INFORMATION & PUBLIC WORKS LAW

- 4.1. The School District reserves the right to reject any or all proposals. The School District also reserves the right to award a partial contract in the event that they deem it in the School District's best interest.
- 4.2. All respondents to this RFP must be fully qualified and capable of performing any and all service, installation and reporting functions listed in this RFP.
- 4.3. RESPONDENTS WHO DO NOT OR CANNOT MEET THESE REQUIREMENTS WILL NOT BE CONSIDERED.
- 4.4. Vendors are required to provide information in their proposals in the format outlined in RFP Section 11 – RFP Response Format. You may also provide any additional sales and engineering documentation.

- 4.5. Vendor must include its proposed contract in its response to this RFP. The contract form should already have been used and approved with other school districts, other units of local government, and/or State Agencies. This RFP and the Vendor's response shall be added by reference as an addendum to the Contract.
- 4.6. Vendors are required to acknowledge all terms of this RFP. If you are unable to comply with a specific item in the RFP, you are to prepare a list of exceptions (see RFP Section 12 – RFP RESPONSE EXCEPTIONS SUMMARY). If you do not indicate exceptions to the RFP, ACS will assume that you fully comply with the RFP requirements including project timelines.
- 4.7. Vendor must include any addenda issued during the time of bidding in its proposal. All addenda then shall become a part of the contract documents. All addenda shall be acknowledged in the proposal.
- 4.8. The successful Vendor shall provide and install all equipment, materials, and/or services enumerated.
- 4.9. Any equipment or services required to provide a complete and operational system will be provided by Vendor, regardless if the equipment or service has been specifically itemized in the proposal response.
- 4.10. Nothing stated or implied in these specifications is to be interpreted as requiring or permitting the use of lead or asbestos containing material of any kind.
- 4.11. Vendors may submit alternative equipment as long as the equipment is an equivalent make and model or serves a similar functionality. No alternative equipment will be accepted without the approval of the school system.
- 4.12. This RFP shall serve as the master document governing this project. No other document, including any Vendor-provided contracts, addenda, or agreements, shall supersede the requirements, timelines, or specifications outlined herein unless explicitly agreed upon in writing by both parties and formally added as an amendment to this RFP. Any conflicting terms in Vendor-submitted documents will be deemed invalid unless such amendments are approved by Andalusia City Schools.
- 4.13. Each bidder must submit with his proposal a CERTIFIED CHECK or ORIGINAL BID BOND payable to the Andalusia City Schools Board of Education for an amount equal to 5% of the total bid if the contract amount exceeds ten thousand dollars (\$10,000.00), but in no event no more than ten thousand dollars (\$10,000.00).**
- The successful bidders' certified check or bid bond will be returned upon execution of the contract. All other checks and bid bonds will be returned to unsuccessful bidders.
 - Quantities given herein are believed to be correct, but the right to alter or vary these quantities or the right to purchase additional materials above the stated herein at the bid price is reserved.
- 4.14. The Andalusia City Schools Board of Education is tax exempt from all tax (Tax I.D. 63-6000732). This statement is in no way to be construed as relieving the seller or contractor from their tax obligation.
- 4.15. All contractors submitting proposals for service type and/or construction type contracts, shall provide a copy of Andalusia City Schools Board of Education and all required State of Alabama license(s) within 48

hours of the bid opening date and time. License numbers and residency shall be written on proposal/quote/bid sheet. **It is incumbent upon the bidder to provide the required type of license for the item(s)/services being bid.**

- 4.16. **A copy of the General Contractor's license shall be submitted at bid opening. A "General Contractor" is defined to be one who, for a fixed price, commission, fee, or wage undertakes to construct or superintend or engage in the construction, alteration, maintenance, repair, rehabilitation, remediation, reclamation, or demolition of any building, highway, sewer, structure, site work, grading, paving or project or any improvement in the State of Alabama where the cost of the undertaking is fifty thousand dollars (\$50,000) or more, shall be deemed and held to have engaged in the business of general contracting in the State of Alabama.**

PUBLIC WORKS LAW

- 4.17. Shall advertise for sealed bids at least once each week for three consecutive weeks in a newspaper or general circulation in the county or counties in which the improvement or some part thereof, is to be made.(39-2-2(a))
- 4.18. Performance bond equal to 100% of the contract price is required. (39-1-1(a))
- 4.19. In addition, another bond (Payment Bond) is required for an amount not less than 50% of the contract price, with the obligation that the contractor or contractors shall make payments promptly to all persons who supply labor or materials and supplies in the prosecution of the work provided in the contract.(39-1-1(a))
- 4.20. The contractor shall, immediately after completion of the contract, give notice of the completion by advertisement in a newspaper of general circulation published within the city or county in which the work has been done for a period of three successive weeks.(39-1-1(f))
- A final settlement shall not be made upon the contract until the expiration of thirty (30) days after the completion of the notice. (39-1-1(f))
 - Proof of publication of the notice shall be made by the contractor to the authority by whom the contract was made by affidavit of the publisher and a printed copy of the notice published. (39-1-1(f))
 - If no newspaper is published in the county in which the work is done, the notice may be given by posting at the courthouse for thirty (30) days and proof of the same shall be made by the judge of probate, sheriff and the contractor. (39-1-1(f))
- 4.21. Public works contracts cannot be split into parts involving sums of \$100,000 or less for the purpose of evading the requirements of this section. (39-2-2(a))
- 4.22. Excluded from this section shall be contracts with persons who shall perform only: architectural, engineering, construction management, program management, or project management services in support of the public works and who shall not engage in actual construction, repair, renovation, or maintenance of the public works with their own forces, by contract, subcontract, purchase order, lease or otherwise. (39-2-2(d))

- 4.23. In case of an emergency, the awarding authority must document the nature of the emergency and the contracts may be let to the extent necessary to meet the emergency without public advertisement. (39-2-2(e))
- 4.24. The bidder shall be required to file with his or her bid either by a cashier's check drawn on an Alabama bank or a bid bond executed by a surety company duly authorized and qualified to make such bonds in the State of Alabama, payable to the awarding authority for and amount not less than five percent (5%) of the estimated cost, or if the contractor's bid, but no more than \$10,000 (39-2-4(a))
- 4.25. Section 39-2-6, defines a responsible bidder (Lowest responsible bidder)
- 4.26. If a successful bidder fails or refuses to sign the contract, to make bond, or to provide evidence of insurance, the awarding authority may award the contract to the second lowest responsible bidder and responsive bidder. If the second lowest bidder fails or refuses to sign the contract, make bond, or to provide evidence of insurance, the awarding authority may award the contract to the third lowest responsible and responsive bidder (39-2-6(a))
- 4.27. If no bids, or only one bid is received, the awarding authority may advertise for and seek other competitive bids, or the awarding authority may direct that the work be done by force account under its direction and control, or the awarding authority may negotiate for the work through the receipt of informal bids not subject to the requirements of this section. When only one responsible and responsive bid is received, any negotiation for the work shall be for a price lower than that bid (39-2-6(b))
- 4.28. Forced Account defined – work paid for by reimbursing for the actual costs for labor, materials, and equipment usage incurred in the performance of the work, as directed, including a percentage for overhead and profit (39-2-1)
- 4.29. On any construction project on which the awarding authority has prepared plans and specifications, received bids, had determined to do by force account or by negotiation, the awarding authority shall make available the plans and specifications, an itemized estimate or cost and any informal bids for review by the Department of Examiners of Public Accounts and upon completion of the project, the final costs together with an itemized list of cost of any and all changes made in the original plans and specifications shall also be made available for review by the Examiners of Public Accounts.
- 4.30. No contract awarded to the lowest responsible and responsive bidder shall be assignable by the successful bidder without written consent of the awarding authority, and in no event shall a contract be assigned to an unsuccessful bidder who was not responsible or responsive.
- 4.31. If the low bidder discovers a mistake in its bid, the low bidder may seek withdrawal of its bid without forfeiture upon written notice to the awarding authority within three (3) working days after the opening of bids. The awarding authority has ten (10) days after receipt of low bidders evidence, or by the next regular meeting to make a decision regarding the error. (39-2-11)
- 4.32. The awarding authority shall stipulate that the person, firm, or corporation undertaking the project agrees to use materials, supplies, and products manufactured, mined, processed, or otherwise produced on the United States or its territories, if they are available at reasonable and competitive prices.(39-3-1(a))

- 4.33. Shall use steel produced within the United States (39-3-4)
- 4.34. The county must officially declare they are going to use their local preference zone (county boundary) or the boundaries of the Standard Metropolitan Statistical Area. If no action is taken by the awarding authority, the boundaries of the local preference zone shall be the same as the legal boundaries of the county. In the event a bid is received for an item of personal property or services to be purchased or contracted for from a person, firm, or corporation deemed to be a responsible bidder, having a place of business within the local preference zone where the county, a municipality, or an instrumentality thereof is the awarding authority, and the bid is no more than five percent greater than the bid of the lowest responsible bidder, the awarding authority may award the contract to the resident responsible bidder (41-16-50(a))
- 4.35. In the event the lowest bid for an item of personal property or services to be purchased or contracted for is received from a foreign entity, where the county, a municipality, or an instrumentality thereof is the awarding authority, the awarding authority may award the contract to responsible bidder whose bid is no more than 10 percent greater than the foreign entity if the bidder has a place of business within the local preference zone or is a responsible bidder from a business within the state that is a woman-owned enterprise, an enterprise of small business, as defined in Section 25-10-3, a minority-owned business enterprise, a veteran-owned business enterprise, or a disadvantaged-owned business enterprise. For the purposes of this subsection, foreign entity means a business entity that does not have a place of business within the state (41-16-50(d))
- 4.36. If a Contract is more than \$100,000, Notice of Final Completion must be published one time in a newspaper of general circulation, published in the county, once per week for three successive weeks. Final settlement can occur any time after the required notice.
- 4.37. None of the bid specifications, project agreements, or control documents term includes any terms that discriminates against bidders, contractors, or subcontractors based on the status as a party of nonparty to, or the willingness or refusal to enter into, an agreement with a collective bargaining organization relating to the construction project or other related construction projects. (Act 2014-107)
- 4.38. If a pre-bid meeting is held, must be held 7 days prior to bid opening, unless deemed an emergency (Act 2014-404 Amends Code of Alabama 1975, Sections 39-2-2 and 39-2-12)

5. EVALUATION CRITERIA

- 5.1. ACS will consider the following criteria when evaluating the proposals:
- 35% - Price
 - 15% - Vendor Experience & Past Performance (or past performance with district)
 - 15% - Project Readiness: Timeline, Staffing, Capacity
 - 15% - Technical Compliance - Ability of Vendor to provide RFP specifications without exceptions
 - 10% - Mandatory Bid Meeting attendance (or exception in Section 7)
 - 10% - Safety & Site Management Plan
- 5.2. While price will be a primary factor, it is not the only factor that will be considered in the bid award.
- 5.3. Bid awards will be made as soon as possible following the bid opening. No actual orders will be placed until after the Board of Education Meets. A simple contract will be required between the districts and the awarded Vendor(s).
- 5.4. Vendors must agree to hold their pricing firm for a minimum of six months to allow for the award process timelines.
- 5.5. The award will be made in accordance with Alabama Code §§ 16-13B-1 through 16-13B-11 (1975) and 2 C.F.R. Part 200.
- 5.6. Andalusia City Schools Board of Education reserves the privilege to rebid or re-negotiate any item(s) if price(s) are beyond amount anticipated or negotiations are unsatisfactory.

6. RESERVATION OF RIGHTS

- 6.1. ACS reserves the right to procure any item or services by other means to meet time-sensitive requirements.
- 6.2. Vendor agrees that time is of the essence and agrees to meet all timelines as set out in this agreement or addendum(s) to this agreement. Failure by Vendor to install, label, document, and test all new cabling prior to July 17, 2025 shall be construed as non-performance and a breach of contract. At such time it shall be the option of the District Board to remain bound by the contract and charge the Vendor a fee of \$750.00 per week that the work is incomplete past the due date or award said contract to the next highest bidder able to execute terms and conditions set forth in this RFP in a time frame to be established.
- 6.3. Non-appropriation of Funds: Agreement and all Addenda shall be subject to all applicable federal, state and local laws, ordinances, and regulations, and shall be construed in accordance with the laws of the state of Alabama. If federal or state law prohibits Customer from executing any Agreement that crosses its fiscal year, then the term of this Agreement or any Addendum shall be deemed to be through its fiscal year. Customer retains the right to terminate this Agreement and all Addenda at the end of each fiscal year of Customer
- 6.4. Customer will make reasonable effort to obtain and appropriate funds each fiscal year for payment of its contractual obligations. In the event that Customer does not appropriate funding for the next fiscal year for the services specified in the Addendum, then the affected Addendum shall terminate at the end of

the last fiscal year for which funding is appropriated.

- 6.5. The responsible bidder shall indemnify and hold harmless the Andalusia City Schools Board of Education, its officers and employees from all loss, claims, suits or actions of every kind and character made upon or brought against the Andalusia City Schools Board of Education, its officers and employees for or sustained by any party or parties as a result of any act, error omission or negligence of said responsible bidder or its servants, agents and subcontractors; and also from all claims of damage in fulfilling this contract.

7. WALK-THROUGH EXCEPTIONS

- 7.1. This RFP originally began as an E-Rate RFP. A mandatory bid meeting & walkthrough was originally conducted on Friday, February 7, 2025. If a representative of a prospective bidder's company attended that earlier meeting, as verified by the official sign-in sheet, they **WILL NOT** be required to attend this pre-bid meeting and walkthrough, and prospective bids from them will be considered. However, they are welcome to attend.

8. STRUCTURED CABLING REQUIREMENT

8.1 PROJECT SPECIFICATIONS

8.1.1. Structured Cabling - Install/Terminate cabling per Manufacturer's requirements and in accordance with the following Standards:

- ANSI/TIA/EIA-568-B.1 – Commercial Building Telecommunications Cabling Standard, Part 1: General Requirements
- ANSI/TIA/EIA-568-B.2 – Commercial Building Telecommunications Cabling Standard, Part 2: Balanced Twisted Pair Cabling Components
- ANSI/TIA/EIA-569-B – Commercial Building Standard for Telecommunications Pathways and Spaces
- ANSI/TIA/EIA-606 (A) – The Administration Standard for the Telecommunications Infrastructure of Commercial Buildings

8.2 TESTING/CERTIFICATION

8.2.1. All Cables need to be Tested/Certified to manufacturer's specifications and in accordance with applicable cabling standards. Documentation of testing/certification results to be provided to customer at completion of job.

8.3 DOCUMENTATION

8.3.1. All Cables/Patch Panels/Wall Jacks need to be properly labeled and documented in accordance to the cable labeling scheme provided in RFP Section 16.

8.3.2. Documentation will be provided to customer upon completion of the cable installation phase of the project.

8.3.3. Documentation shall include campus maps of the installed data drops and their corresponding label (i.e. As-Built/Final Map)

8.4 CABLING

8.4.1. Cable must be of a high quality; the following Manufacturers are suitable for this job

8.4.1.1. General Cable, Belden, Mohawk, CommScope, or equivalent

8.5. RACEWAY C PATCH PANELS

8.5.1. Would prefer to see name brand, rated equipment...i.e. Tripp Lite, Panduit Wiremold or equivalent. The same manufacturer should be used from wall jack to patch panel.

8.6. CABLE ROUTING AND TERMINATIONS

8.6.1. The vendor is responsible for providing their own man lifts where needed.

8.6.2. Core drilling is the responsibility of the vendor where needed.

- 8.6.3. Fire caulking must be included where needed.
- 8.6.4. Any cables run to the exterior of a building cameras must be sealed from water ingress
- 8.6.5. The Vendor shall terminate cables properly on both ends using the EIA/TIA 568B standard.
- 8.6.6. Vendor is responsible for permit if needed for boring work.
- 8.6.7. Network drops should be fished down inside walls where possible. Vendor shall be responsible for removing old network cabling from ceiling and walls as it is being replaced.
- 8.6.8. Drops unable to be fished should receive raceway (non-metallic raceways inside of classrooms and metallic raceways in heavy traffic areas i.e. gymnasiums) that will route from above the drop ceiling to the outlet locations. All necessary covers, end caps and fittings will need to be provided for a complete surface mount raceway. All colors of raceway must be coordinated with the Project Manager. Cabling should enter classrooms by the doorway and run through ceiling as needed.
- 8.6.9. Cables shall be routed point-to-point (home-run). Cables shall not be spliced.
- 8.6.10. All fiber and data cable runs must have a ten-foot service loop on the MDF end of the cable and a five-foot service loop at the jack end.

8.7. NETWORK EQUIPMENT RACKS

- 8.7.1. Any new network racks must meet the following criteria:
- Must accommodate 19 inch switches, heavy-duty, and mountable (floor/wall)
 - Must have 12U capacity minimum
 - Must have a minimum load capacity of at least 200lbs.
 - Must use standard cage nuts for mounting equipment inside of rack (12-24 threaded holes in rack is acceptable also)
 - Must supply ladder rack and cable management for the trunk of cables coming into each IDF/MDF to the network rack.
- 8.7.2. Details of the locations for each network drop, MDF/IDF, and fiber optic cabling locations and types are provided in RFP Sections 13, 15, 16, & 19.
- 8.7.3. CAT6/6A cable jacket must be colored to indicate the endpoint device type using the scheme below:
- **CAT6A** - Wi-Fi Access Points - Green;
 - **CAT6** - Intercom Drops - Purple;
 - **CAT6** - Standard Data Drops - Blue;
 - **CAT6** - Camera Drops - Yellow
- 8.7.4. This shall be a turnkey solution.
- 8.7.5. Vendor shall be responsible for all wall plates (plastic), cable color matched keystone inserts, surface mount boxes, patch cables to connect patch panel to the district provided Ethernet switches, cable raceways into IDF, J-hooks for cable management down hallways and main cable trunks, **(J-hooks/ladder racks applicable only where none currently exist)**, (maximum spacing between J-hooks should be no more than every 10 feet), wire management accessories such as

Velcro or zip ties, CAT6/6A UTP cabling, CAT6 patch panels, CAT6/6A patch cables from network switches to patch panels, CAT6/6A patch cables from Wi-Fi Access Point drop to Wi-Fi Access Point, network racks including installation of rack where specified, OM4 multi-mode fiber optic cable (where specified), LC fiber termination for fiber optic cable, rack mountable LC fiber optic patch panel (where specified), LC OM4 fiber optic patch cable, termination and testing equipment, and any other miscellaneous equipment required to deliver a complete system to all District facilities as identified in this RFP.

8.7.6. Vendor is encouraged to provide any details in their proposal identifying factors that add value to their services or reduce costs to ACS. Examples of this include:

- Additional service commitments Vendor is willing to commit.
- Information indicating Vendor's ability to ensure quality of service.
- Any financial incentives or advantages Vendor is willing to offer ACS.
- Information regarding local technical support center and staffing.
- Any other competitive advantages that the Vendor believes it can offer ACS.

9. INSTALLATION PROJECT MANAGEMENT REQUIREMENTS

- 9.1. ACS shall appoint one individual to perform as the ACS project manager contact for the Vendor. All communication from the Vendor and any of its sub-contractors shall be with and through the ACS project manager. The ACS project manager may delegate work to others including outside parties.
- 9.2. The Vendor shall appoint one highly qualified individual to perform as the vendor project manager. All coordination and communication by ACS and the ACS project manager shall be with and through the Vendor project manager.
- 9.3. In addition to the aforementioned Vendor project manager, the Vendor shall assign sufficient staff to provide for any and all project management requirements that may arise during the course of the project and to meet the stated deadlines. This shall include, but not limited, to design, implementation and trouble management.
- 9.4. The Vendor shall provide progress updates with the ACS project manager at least twice per week.

10. GENERAL REQUIREMENTS

- 10.1 This RFP section covers the general requirements for the installation of required fiber, copper and equipment by the Vendor within ACS property.
- 10.2 Vendor shall comply in every way with the requirements of local laws and ordinances, the laws of the State of Alabama and all Federal laws and OSHA regulations.
- 10.3 Vendor shall comply in every way with the requirements of the most current releases of all applicable codes and standards.
- 10.4 Vendor shall ensure that all records and reports, engineering, metering, inspections, testing, quality or service standards and safety measures comply with standards applicable for the State of Alabama and the municipalities with governing jurisdiction.
- 10.5 Vendor shall coordinate with ACS or its designated assignee on the proposed placement of its equipment at each site's main equipment room. Vendor shall obtain approval from the ACS project

manager prior to beginning installation work in all ACS facilities.

- 10.6 The Vendor shall obtain the ACS permission before proceeding with any work necessitating cutting into or through any part of building structures such as walls, beams, floors, or ceilings.
- 10.7 Vendor shall be responsible for and repair all damage to ACS property due to carelessness of workers.
- 10.8 Vendor shall replace and/or repair any damage, at the Vendor's expense, that may occur to underground facilities such as sprinkler systems, gas and water lines due to trenching.
- 10.9 Vendor shall replace any grass affected by trenching with appropriate sod.
- 10.10 Vendor shall install its equipment in accordance with the manufacturer's specifications for the systems.
- 10.11 The Vendor shall provide all screws, anchors, clamps, tie wraps, distribution rings, miscellaneous grounding and support hardware, etc., necessary to facilitate the proper installation and support of its network on ACS property.
- 10.12 Vendor must mount all equipment such as fiber termination bulkheads, patch panels, network racks, cable management, switches, routers and battery backup power supplies where possible. All equipment will operate from 115VAC 60Hz. Equipment will meet all required environmental standards for normal operating temperature ranges and relative humidity consistent with ACS school locations and meet current UL and FCC Class A approval. Vendor shall be responsible for installation of proper grounding required by its systems.
- 10.13 The Vendor shall remove all excess material and debris and return to ACS site to its original state of cleanliness. The Vendor shall maintain a debris-free work area and dispose of trash on a daily basis. The vendor shall be responsible for providing their own storage for supplies used during the project.
- 10.14 Vendors will ensure that all doors on ACS property are locked upon exit after normal business hours.
- 10.15 Doors shall not be propped open at any time. ACS will provide badges only as necessary to allow access into the building during and after hours during the project.
- 10.16 The Vendor shall plug all conduits and sleeves where cabling has been installed in the main equipment room and service entrance locations.
- 10.17 ACS does require Vendor's personnel to wear identification cards/visitor name tags while on District property.
- 10.18 Under no circumstances shall an employee or contractor of the responsible bidder be permitted on Andalusia City Schools Board of Education' property if the employee or contractor reports to work under the influence of illegal drugs or alcohol or is a registered sex offender. After the award has been made, the lowest responsible bidder must have all of their employees who will be

working on school property register through the Alabama Applicant Processing Service (AAPS) for a background check. By agreeing to provide goods or services to any school within the School District, you are attesting that you are aware of your obligations to ensure that all of your employees have done the following:

- Supplied a fingerprint sample and submitted to a criminal history records check to be conducted by the Alabama Bureau of Investigation and the Federal Bureau of Investigation prior to having any contact with the School District's children or entering the grounds of the School District.
- Successfully passed the aforementioned criminal history records check. If the criminal history records check indicates that the employee has been convicted of an offense that, if committed on or after July 1, 2009, is classified as a sexual offense or a violent sexual offender the employee may not enter the grounds of the School District or have direct contact with students of the School District or to children in the School District's child care program.
- The proposer also agrees that if one of your employees commits a sexual offense or violent sexual offense after you have conducted your initial criminal history check on such employee, said employee will notify you of offense and you will subsequently not permit that employee to have contact with students of the School District or to children in a School District's child care program or to enter the grounds of the School Districts.

- 10.19 You also agree and understand that your failure to satisfy all of the requirements will be deemed to be a material breach of this contract which could subject you to breach of contract damages.
- 10.20 The Vendor may be required to perform installation outside of normal business hours such as nights and weekends. There are certain state testing requirements and activities at the schools that cannot be interrupted by visitors in the building or noise from work being performed inside or outside of the building.
- 10.21 The successful bidder shall guarantee all material and labor for a period of not less than One (1) Year against defects of material or workmanship. The guarantee shall be dated from the time of acceptance. The successful bidder shall replace any material proved to be defective (except when it is clearly shown that the defects are caused by misuse and not by the manufacturer) immediately upon notification. Additional warranty considerations may be a factor in the bid award.

11. RFP RESPONSE FORMAT

11.1. The Vendor shall provide a proposal according to the following outline. Each Vendor's Proposal Response Sections shall be tabbed as follows:

- Overview of Company and Services Offering
- RFP Exceptions
 - The Vendor must prepare a list of any exceptions to items in the RFP that the Vendor is unable to accept following the format of Appendix A. - RFP Exceptions Table.
 - The Vendor fully accepts and complies with each requirement of the RFP not listed as an exception in this RFP including the specified timelines of the project.
- Vendor Contract
 - The Vendor is to supply its service contract as requested in RFP Section 4.5
- Pricing Breakdown

12. APPENDIX A. - RFP EXCEPTIONS TABLE

Summarize any exceptions to the RFP. Unless noted in this form, the Vendor represents that all terms of the RFP have been accepted. Please include the reason for the exception and any suggested alternatives or provisions you would like to have considered.

RFP RESPONSE EXCEPTIONS SUMMARY

Section 1

Section 2

Section 3

Section 4

Section 5

Section 6

Section 7

Section 8

Section 9

Section 10

Section 11

Section 12

Section 13

Section 14

Section 15

Section 16

Section 17

Section 18

Section 19

13. PRICE WORKSHEET FOR NETWORK CABLING PROJECT

Andalusia City Schools Board of Education

Network Cabling Project

Andalusia Elementary School \$ _____

466 Copper Drops **Total**

- 106 CAT6A

- 360 CAT6

3 OM4 Fiber runs from MDF to Hallway IDF (All less than 350 ft)

Andalusia Junior High School \$ _____

18 Copper Drops **Total** - CAT6

Andalusia High School \$ _____

368 Copper Drops **Total**

- 85 CAT6A

- 283 CAT6

1 OM4 Fiber run from 1st floor MDF to 2nd Floor IDF (Less than 200 ft)

Unit Cost Per \$ _____

Quoted prices must be effective June 1, 2025 and extend through June 1, 2026 and Andalusia City Schools retains the right to extend this contract for up to 1 more year from June 1, 2026.

All prices must be guaranteed for the period of the contract. A sample of your contract must be submitted with this worksheet.

Materials Lists for Cabling Projects: (Required for Cabling Project Bid)

List all materials by Part Number; Brand and Description; and Quantity.

Use the form provided on the next page. This is mandatory to better evaluate each bid.

Example:

PART NUMBER	DESCRIPTION	QUANTITY
XXXXXXXXXXXXXXXXXX	Panduit CATC Max Modules - Orange	100

This information is crucial to bid process. Failure to respond could result in disqualification.

14. MATERIAL LIST WORKSHEET

(Total Costs include everything needed to complete the project: Patch Cables, Patch Panels, Panduit, Keystone Jacks, Face Plates, etc.)

[illegible]

15. PROJECT LOCATION INFORMATION

School Name	Street Address	Latitude / Longitude
Andalusia Elementary School	1501 West Bypass Andalusia, AL 36420	31.28481, -86.50244
Andalusia Junior High/High School	701 Third Street, Andalusia, AL 36421	31.31493, -86.47091

16. LABELING GUIDELINES

- **IDF/MDF Cabinet and Rack Labeling**
 - Label each cabinet/rack with its designated IDF/MDF designation
 - Number patch panels sequentially from top to bottom.
 - Label each port using the following format:
Network Aggregation Identifier (Closet)-Patch Panel Number-Panel Port Number
 - Example: **Yellow IDF-2-10**
- **Wall Plate Labeling**
 - Use the same format for wall plates:
Network Aggregation Identifier (Closet)-Patch Panel Number-Panel Port Number
 - Example: **Y-2-10**
- **Labeling Scheme Explanation**
 - For example, a port labeled **Y-2-10** indicates:
 - **Y (Yellow Hall)** closet/cabinet
 - Patch Panel **2**
 - Port **10**

17. CALENDAR IMPORTANT DATES

MAY 2025

SUN	MON	TUE	WED	THU	FRI	SAT
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21 BID POSTED AND RELEASED	22	23 LAST DAY OF SCHOOL	24
25	26	27	28	29 MANDATORY PRE-BID MEETING @ 9:30 AM CDT	30	31

June 2025

SUN	MON	TUE	WED	THU	FRI	SAT
1	2	3	4	5	6 LAST DAY FOR QUESTIONS BY 3:00 PM CDT	7
8	9	10	11	12	13	14
15	16 PROPOSALS DUE BY AND BID OPENING @ 10:00 AM CDT	17	18	19	20	21
22	23	24	25	26	27	28
29	30.					

July 2025

SUN	MON	TUE	WED	THU	FRI	SAT
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17 Project Deadline	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

18. Other Requirements

Notice of Alabama Immigration Law Compliance Requirements to all Contractors of Andalusia City Schools Board of Education

As a Contractor, as defined in the Act, to the Andalusia City Schools Board of Education ("Board"), it is critical to your relationship (future or continuing) with the Board that you comply with the Immigration Reform and Control Act of 1986, as amended by the Immigration Act of 1990, and Beason-Hammon Alabama Taxpayer and Citizen Protection Act. Accordingly, please provide your Affidavit of Immigration Compliance with attached E-Verify Memorandum of Understanding, as requested in the attached memorandum. If you do not believe these obligations apply to you, please notify the Board immediately.

Alabama laws require that, as a condition for the award of a contract by a school board to a business entity or employer with one or more employees working in Alabama, the business entity or employer must provide documentation of enrollment in the E-Verify program. During the performance of the contract, the business entity or employer shall participate in the E-Verify program and shall verify every employee that is required to be verified according to the applicable federal rules and regulations. **The contractor's E-Verify Memorandum of Understanding must be included with the bid. If you do not believe these requirements are applicable to your entity, include an explanation justifying such exemption. If your company is not an Alabama based company or does not have employees that work in the State of Alabama, you must include in your bid package submittal, a memo on company letterhead stating this fact.** An entity can obtain the E-Verify Memorandum of Understanding upon completion in the E-Verify enrollment process located at the federal web site www.uscis.gov/everify. The Alabama Department of Homeland Security (<http://immigration.Alabama.gov>) has also established an E-Verify employer agent account for any business entity or employer with 25 or fewer employees that will provide a participating business entity or employer with the required documentation of enrollment in the E-Verify program. An Employer Identification Number (EIN), also known as a Federal Tax Identification Number, is required to enroll in E-Verify or to establish an E-Verify employer agent account.

Any contract awarded based on a responsive proposal must include the following statement:

"By signing this contract, the contracting parties affirm, for the duration of the agreement, that they will not violate federal immigration law or knowingly employ, hire for employment, or continue to employ an unauthorized alien within the state of Alabama. Furthermore, a contracting party found to be in violation of this provision shall be deemed in breach of the agreement and shall be responsible for all damages resulting therefrom."

The amended law also changed the definition of SUBCONTRACTOR to "A person, business entity, or employer who is awarded a portion of an existing contract by a contractor, regardless of its tier." Another provision states, "Furthermore, during the performance of the contract, the subcontractor shall participate in the E-Verify program and shall verify every employee that is required to be verified according to the applicable federal rules and regulations. This subsection shall only apply to subcontractors performing work on a project subject to the provisions of this section and not to collateral persons or business entities hired by the subcontractor."

Return E-Verify documentation with bid submittal

Alabama OPEN TRADE CERTIFICATION

This certification is required by Alabama Code § 41-16-5:

Contractor certifies that it is not currently engaged in, and will not engage in, the boycott of a person or an entity based in or doing business with a jurisdiction with which this state can enjoy open trade.

Organization Name

Bid Number of Project Name

Name(s) and Title(s) of Authorized Representative(s)

Signature(s)

Date

Return this form with bid submittal

Notice of Federal Procurement Law Requirements

The Board **does not expect to use federal funds** for this procurement. However, under federal law, any contract awarded in response to this request for bids must include the following provisions, if applicable:

- The successful bidder agrees that, as appropriate and to the extent consistent with law, it shall provide, pursuant to the Buy American Act, a preference for the purchase, acquisition, or use of goods, products, or materials produced in the United States (including but not limited to iron, aluminum, steel, cement, and other manufactured products). This requirement shall be included in all sub-awards including all contracts and purchase orders for work or products under this award.
- The successful bidder agrees to comply with all applicable standards, orders, or regulation issued pursuant to the Davis Bacon Act and the Contract Work Hours and Safety Standards Act.
- The successful bidder agrees to comply with all applicable standards, orders, or regulation issued pursuant to the Clean Air Act, and the Federal Water Pollution Act.
- The successful bidder agrees to comply with all applicable standards, orders, or regulation issued pursuant to the Rights to Inventions Made Under a Contract or Agreement.
- The successful bidder is required to ensure that it has complied with the requirements of the Byrd Anti-Lobbying Amendment (31 USC 1352) including filing of any required certifications.
- The successful bidder agrees to comply with all applicable standards, orders, or regulation issued pursuant to § 200.323 Procurement of recovered materials, § 200.216 Prohibition on certain telecommunications and video surveillance services or equipment, and § 200.322 Domestic preferences for procurements.
- Appropriate provisions addressing administrative, contractual, or legal remedies for contractor violation or breach of contract terms and appropriate sanctions and penalties for such breach
- A termination for cause and for the convenience of the Board, including the manner in which such termination may be effected and the basis for any settlement resulting therefrom.

Organization Name

Bid Number of Project Name

Name(s) and Title(s) of Authorized Representative(s)

Signature(s)

Date

Return this form with bid submittal

**Certification Regarding Debarment, Suspension, Ineligibility
And Voluntary Exclusion – Lower Tier Covered Transactions**

This certification is required by the regulations implementing Executive Order 125-49, Debarment and Suspension, 7 CFR Part 3017, Section 3017.510, Participants' responsibilities. The regulations were published as Part IV of the January 30, 1989, Federal Register (pages 4722-4733). Copies of the regulations may be obtained by contacting the Department of Agriculture agency with which this transaction originated.

(BEFORE COMPLETING CERTIFICATION, READ INSTRUCTIONS LISTED ON NEXT PAGE)

- (1) The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.

- (2) Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

Organization Name	Bid Number of Project Name
-------------------	----------------------------

Name(s) and Title(s) of Authorized Representative(s)

Signature(s)	Date
--------------	------

Return this form with bid submittal

Instructions for Certification

1. By signing and submitting this form, the prospective lower tier participant is providing the certification set out on the reverse side in accordance with these instructions.
2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.
3. The prospective lower tier participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
4. The terms “covered transaction,” “debarred,” “suspended,” “ineligible,” “lower tier covered transaction,” “participant,” “person,” “primary covered transaction,” “principal,” “proposal,” and “voluntarily excluded,” as used in this clause, have the meanings set out in the Definitions and Coverage sections of rules implementing Executive Order 12549 and 12689. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of those regulations.
5. The prospective lower tier participant agrees by submitting this form that, should the proposed covered transaction be entered into, it shall knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.
6. The prospective lower tier participant further agrees by submitting this form that it will include this clause title “Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion – Lower Tier Covered Transactions,” without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the Nonprocurement List.
8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

NON-COLLUSIVE BIDDING CERTIFICATION

By submission of this bid, the bidder certifies that:

1. This bid has been independently arrived at without collusion with any other bidder or with any competitor.
2. This bid has not knowingly disclosed and will not be knowingly disclosed, prior to the opening of bids to any other bidder, competitor or potential competitor.
3. No attempt has been or will be made to induce any other person, partnership, company or corporation to submit or not to submit a bid.
4. The person signing this bid certifies that he/she has fully informed himself/herself regarding the accuracy of the statements contained in this certification, and under the penalties being applicable to the bidder as well as the person signing in its behalf.

COMPANY: _____

PRINT NAME

OF AUTHORIZED PERSON: _____

TITLE: _____

SIGNATURE: _____

(Officer of the Company)

Return this form with bid submittal

OWNER DISCLOSURE CERTIFICATE

Company Name: _____ Date: _____

Address: _____

City/State/Zip Code: _____

Telephone Number: _____ Fax Number: _____

Email Address: _____

The company bidding is:

Manufacturer: _____ Dealer: _____ Representative: _____ Corporation: _____

Partnership: _____ Sole Owner: _____ Minority-Race _____ Woman Owned _____

I certify that the above information is true and correct:

Authorized signature: _____

Print name of authorized person: _____

Title: _____

Return this form with bid submittal

Certification of Pricing Sheet

VENDOR NAME: _____

VENDOR MAILING ADDRESS: _____

CITY, STATE & ZIP: _____

TELEPHONE: _____ FAX NUMBER: _____

BUSINESS LICENSE NO.: _____

MINORITY BUSINESS: YES OR NO (IF YES, PLEASE PROVIDE DOCUMENTATION)

IF NO BID, STATE REASON: _____

POSTING OF BID TABULATIONS:

Bid tabulations with recommended awards will be available for review by interested parties at the locations where bids were opened. Failure to file a protest within 72 hours after bid opening shall constitute a waiver of proceedings. All bidders are encouraged to attend the bid opening. No information or opinion concerning the ultimate outcome will be given while consideration of the award is in progress. Bid award may be held for NINETY (90) days pending evaluation.

I certify that this bid is made without prior understanding, agreement, or connection with any corporation, firm or person submitting a bid for the same materials, supplies, or equipment, and is in all respects fair and without collusion of fraud. I agree to abide by all conditions of this bid and certify that I am authorized to sign this bid for the bidder and that the bidder is in compliance with all requirements of the invitation to Bid, including but not limited to certification requirements in submitting bid to an agency for the State of Alabama. The bidder offers and agrees that if the bid is accepted, the bidder will convey, sell, assign or transfer to the State of Alabama all rights, title and interest in and to all causes of action it may now or hereafter acquire under the Anti-trust Laws of the United States and the State of Alabama for price fixing relating to the particular commodities or services purchased or acquired by the State of Alabama. At the State's discretion such assignment shall be made and become effective at the time the purchasing agency tenders final payment to the bidder.

Authorized Signature

Date

****PLEASE RETURN THIS SHEET WITH PRICING SHEET****

Return this form with bid submittal

NEW VENDOR CONTACT INFORMATION

This form is to be completed before the Andalusia City Schools Board of Education can perform business with the vendor.

The information provided below will be used to conduct correspondence with the company.

COMPANY NAME:



CONTACT NAME: DOGS

EMAIL ADDRESS:

PHONE NUMBER:

Please ensure you have attached a W-9 to this worksheet.

Failure to do so will result in a delay in service.

****Please remit a W-9 along with your bid packet ****

For Business Office Use Only

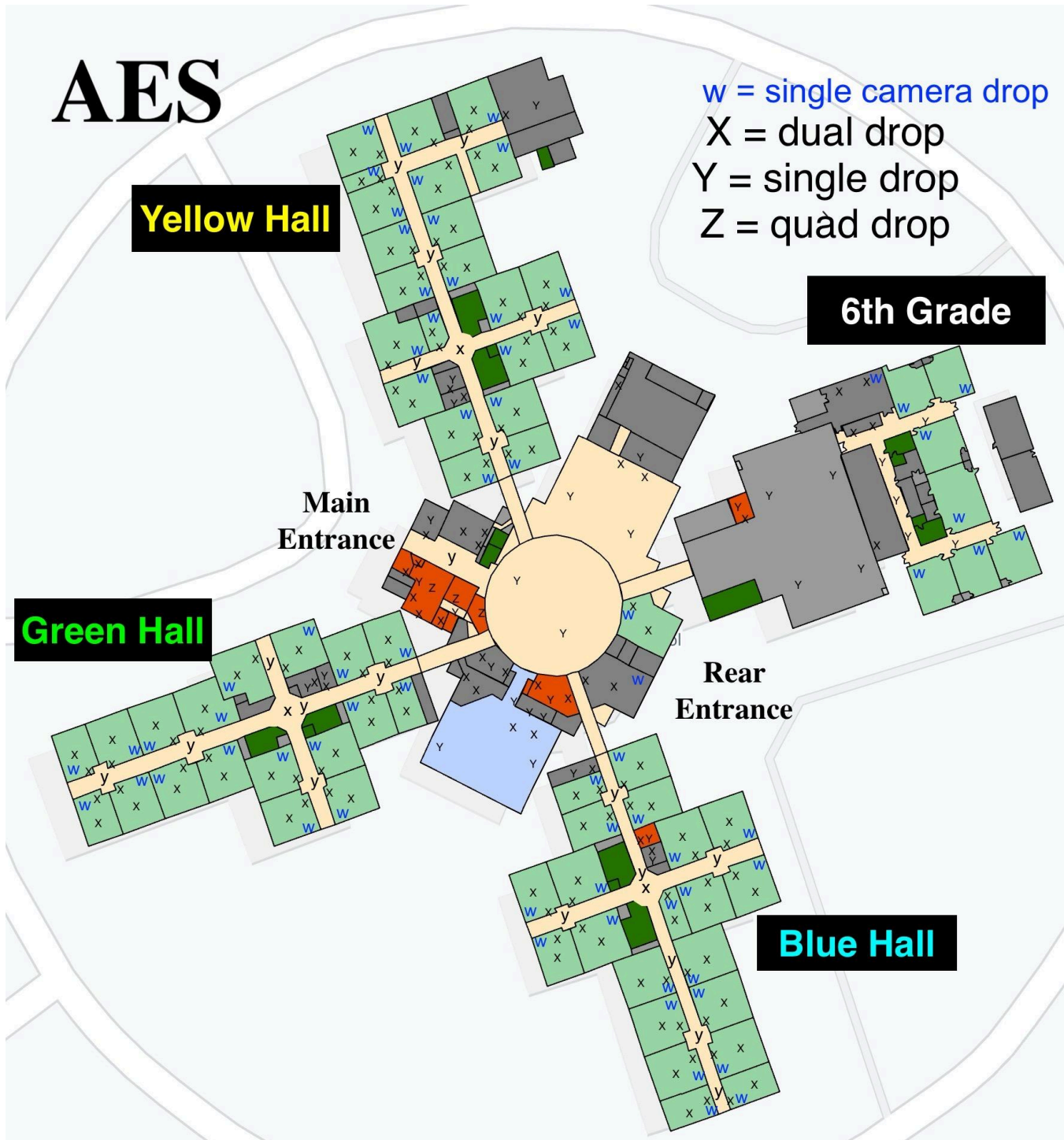
Date of Contact: _____

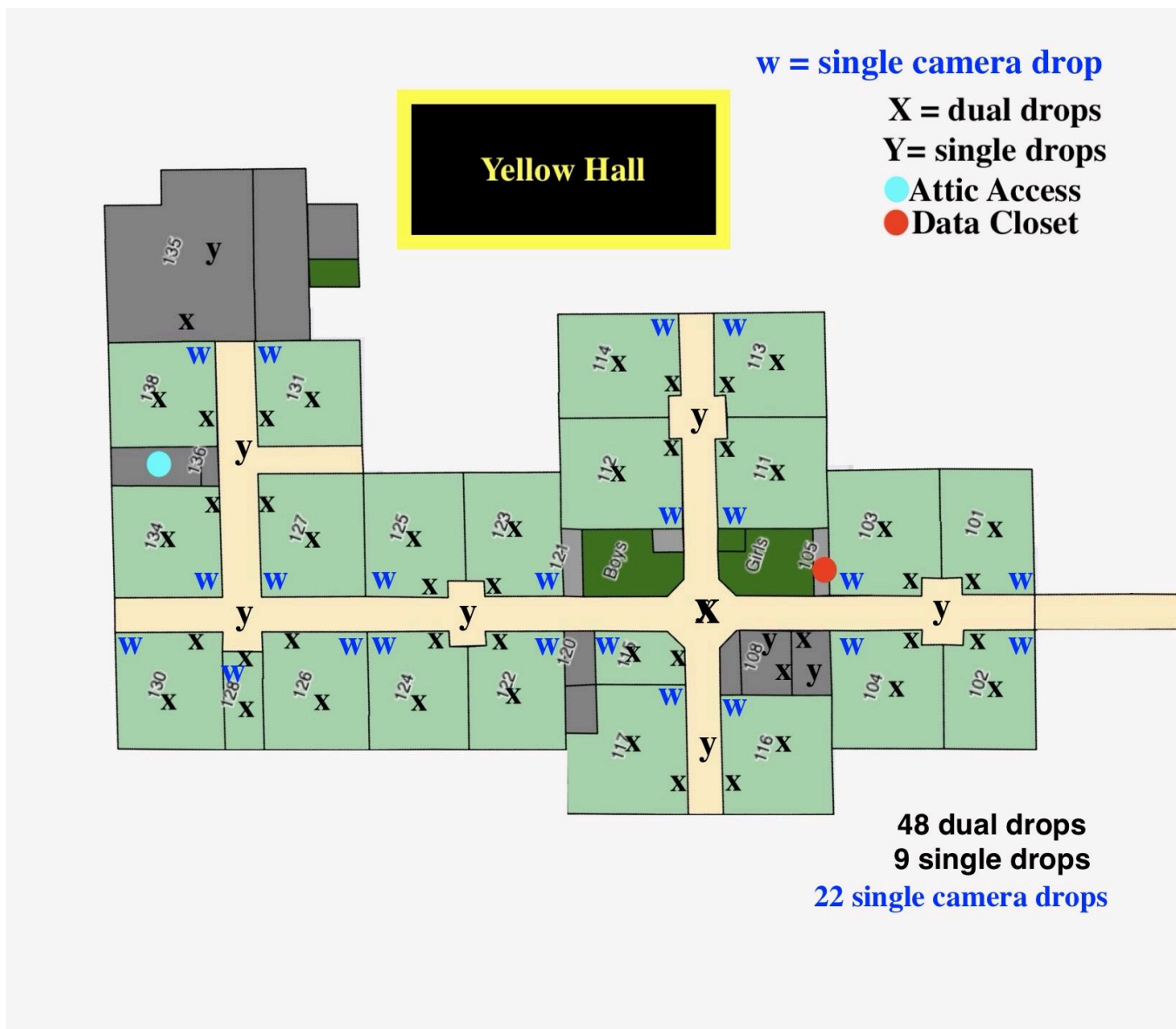
Vendor #: _____

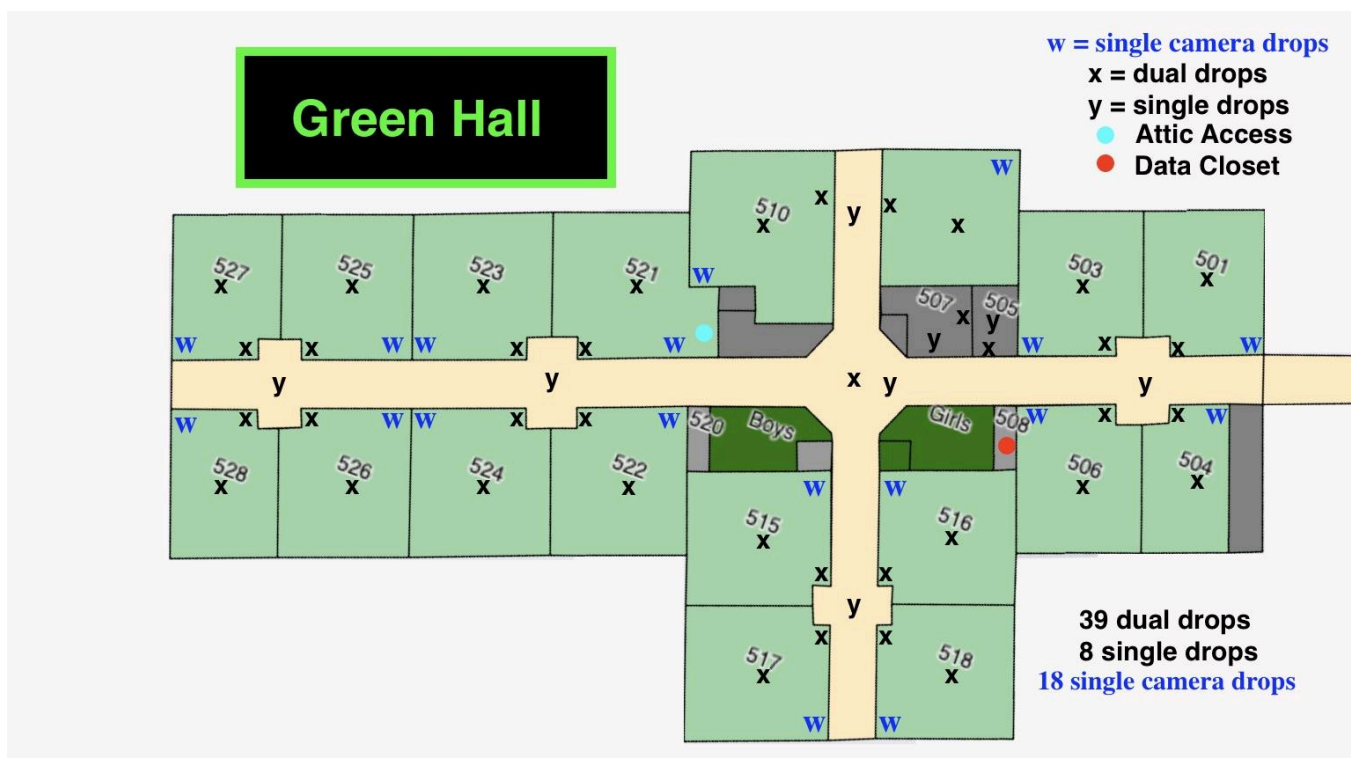
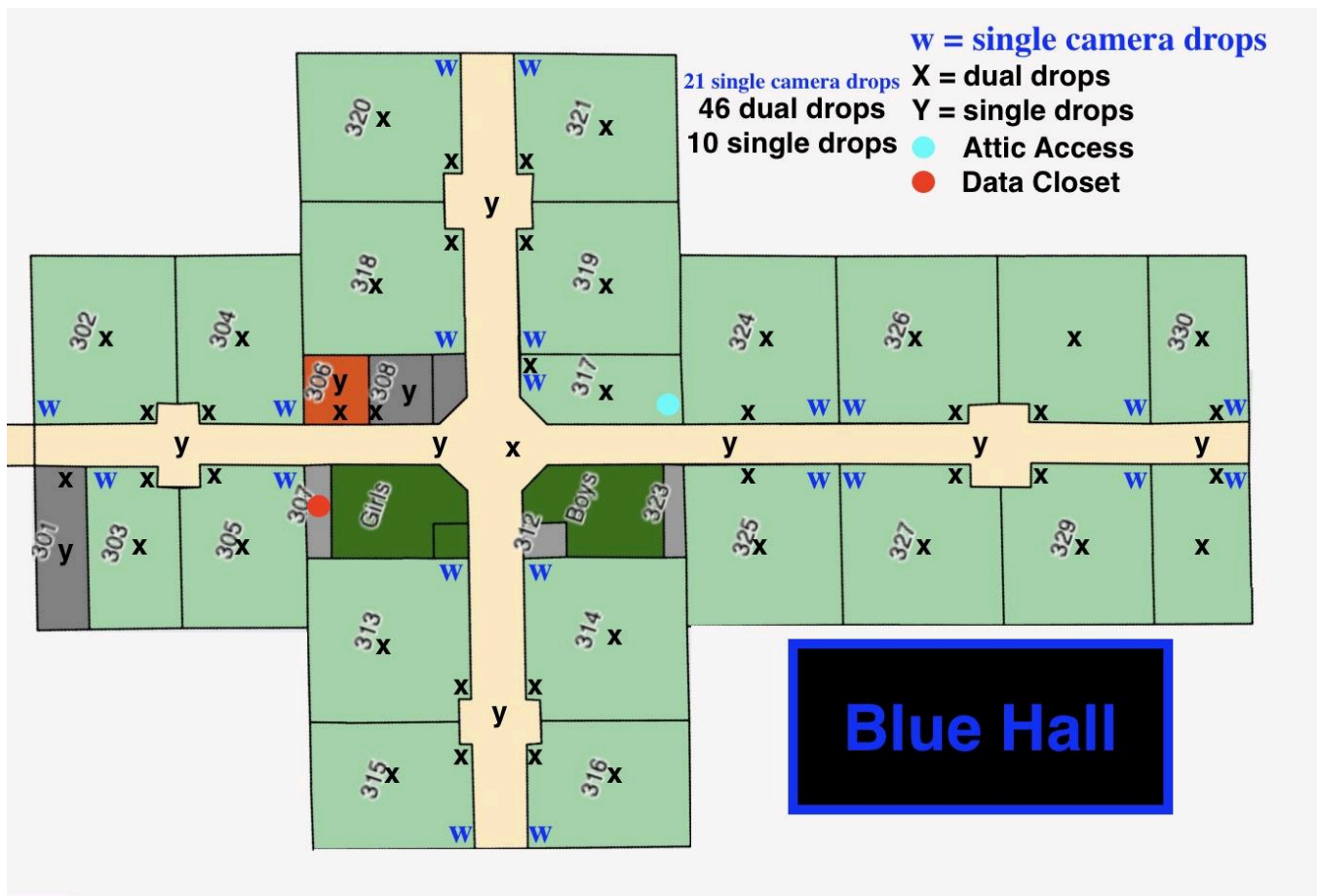
Return this form with bid submittal.

19. Cabling Maps

• ANDALUSIA ELEMENTARY SCHOOL







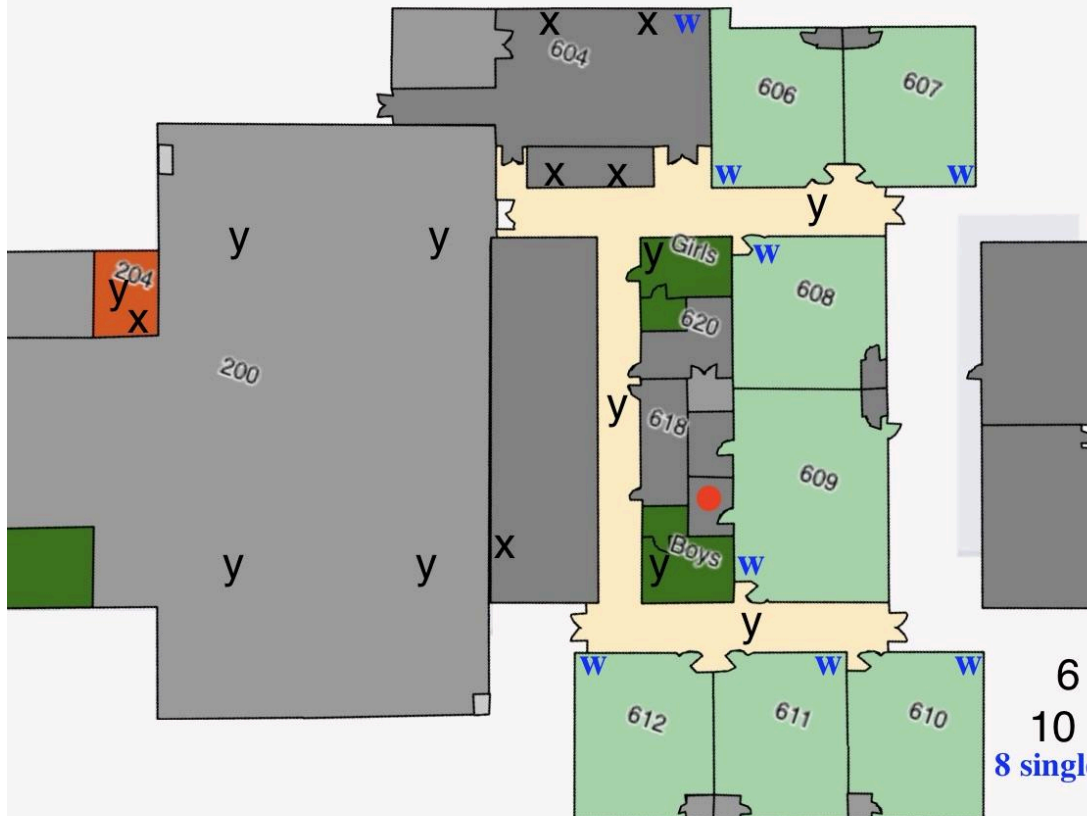
6th Grade Hall and Gym

w = single camera drop

x = dual drop

y = single drop

● data closet



6 dual drops
10 single drops
8 single camera drops

Central Part of AES

Legend:

- w = single camera drops
- x = dual drops
- y = single drops
- z = quad drops
- MDF (pink circle)
- Attic Access (cyan circle)

Room Labels:

- Library
- Green Hall
- Yellow Hall
- Cafeteria
- Blue Hall
- To Gym & 6th Grade

Room Numbers:

- 431, 414, 417, 421, 419, 420, 416, 413, 411, 415, 418, 425, 428, 443

Drop Counts:

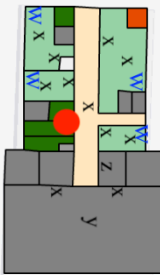
- 2 single camera drops
- 24 dual drops
- 16 single drops
- 3 quad drops

3 quad drops

AHS Campus

- w = single camera drops
- x = dual drops
- y = single drops
- z = quad drops
- Current IDF
- Current MDF
- New MDF Location
- New 2nd Floor IDF

Ag Building

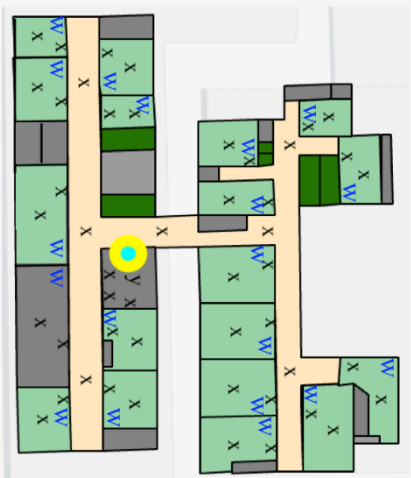


42 single camera drops
105 dual drops
27 single drops
12 quad drops

Bottom Floor



Top Floor



2 dual drops ● data closet
 6 quad drops x=double drop
 1 camera drop z=quad drop
 w=single camera drop

