

**Coffee County School System
Douglas, GA**

**Request for Proposal #01242023BOE
Network Infrastructure-BOE Switch and WAPs**

E-rate Funding Year 2023-2024



INTRODUCTION and INSTRUCTIONS TO VENDORS

The Coffee County School system invites vendors to submit proposals in accordance with the terms and conditions of this Request for Proposal (RFP). This RFP provides the requirements and evaluative criteria for Network Infrastructure equipment and requests a detailed response from all prospective vendors, including pricing and service descriptions, in a specified format.

Invoicing

Vendors submitting responses to this Request for Proposal agree to provide discounted billing for products and/or services associated with the projects and seek reimbursement of the discount according to the invoicing guidelines of the Schools and Libraries Division. The Owner will pay for the discounted portion of all invoices when all products and/or services listed on the invoice are delivered in accordance with the contract. Should E-rate funding not become available, the Owner stands ready to pay the full contracted amount.

Background Information

The Coffee County School System is located in Douglas, Georgia, Coffee County. Our enrollment is approximately 7500 students, and we employ 1200 staff members in 14 separate locations. All sites are connected to our central data center by leased fiber.

General Conditions

This RFP is not a contract offer. Acceptance of a proposal neither commits Coffee County School System to award a contract to any vendor, even if all requirements stated in this RFP are met, nor limits our rights to negotiate in our best interest. We reserve the right to contract with a vendor for reasons other than price.

Failure to answer any questions in this RFP may subject the proposal to disqualification. Failure to meet qualifications and requirements will not necessarily subject a proposal to disqualification.

It is important that the vendor understand that this service has been included on the Coffee County School System's E-Rate application which, if approved, will entitle us to discounted services through the Universal Fund.

Valid Period of Offer

The pricing, terms, and conditions stated in your submitted proposal must remain valid for 60 days from the date of delivery of the proposal to Coffee County School System.

Right of Rejection

We reserve the right to accept or reject any or all responses to this RFP and to enter into discussions and/or negotiations with one or more qualified vendors at the same time, if such actions are in the best interest of Coffee County School System.

Cost of Proposals

Expenses incurred in the preparation of proposals in response to this RFP are the sole responsibility of the vendor.

Instructions and Target Dates

The following section includes information governing the preparation and due dates of the proposal to be submitted.

PROPOSAL DELIVERY

RFP Submission

RFPs should be submitted in a sealed envelope addressed to the following no later than **3 PM EST, Wednesday, February 22, 2023**. Bids must be received at the Coffee County Board of Education by this date. **Envelopes should be marked "BOE SWITCH & WAP BID."** No faxed or emailed copies will be accepted. The acceptance of any or all alternatives will be at the discretion of the School System.

Send RFPs to:

Logan Evans
Director of Information Systems
Coffee County School System
1311 Peterson Ave. South
Douglas, GA 31533

Feel free to call or e-mail (logan.evans@coffee.k12.ga.us) if you have any questions.
Phone: 912-389-6773.

Schedule of Events	
Date	Event
3:00 PM, Monday, January 24, 2023	Distribute RFP via www.coffee.k12.ga.us
3:00 PM, Wednesday, February 22, 2023	Receipt of Proposals
3:15 PM, Wednesday, February 22, 2023	Opening of Bids, Committee Review of Bids – Make Recommendations for Selected Vendor
5:30 PM, Thursday, March 23, 2023	Vendor Selection presented to Board of Education at February Work Session
7:00 PM, Thursday, March 23, 2023	Board of Education Approval of Vendor at February Regular Meeting
10:00 AM, Friday, March 24, 2024	Announcement of Vendor Selection

PROPOSAL PREPARATION**Required Proposal**

Each proposal must include the information requested on the specified RESPONSE FORM that follows.

EVALUATION CRITERIA

Coffee County School System evaluates and weighs the following criteria when considering our future provider of a network infrastructure provider. These standards are listed in descending order of importance.

Evaluation Criteria	Weight
Cost effectiveness of service	30 points
Adequacy of the response to this RFP	20 points
Satisfactory previous business/working relationship with the provider or its staff	20 points
The level of service/support/maintenance provided in the proposed services without additional cost	15 points
References	10 points
Local or in-state vendor	5 points
Total	100 points

Network Infrastructure Upgrade

The Coffee County School System (CCSS) is requesting sealed proposals from authorized Aruba resellers for a turnkey solution to install and configure an MDF switch system and WAPs at the proposed county board office. Proposals should include installation and configuration of the new equipment. This project will be completed during the final phase of construction of the board office.

SPECIFICATIONS

Network Switch

CCSS is seeking to purchase an Aruba switch along with a quantity of POE modules to fill the existing switch and a new switch of the same model. Our preferred switch brand is Aruba, due to the flexibility and scalability offered by the chassis-based design. The Aruba 5400 Series is our preferred model MDF switch. The bundle JL001A is the preference. Vendors may submit alternative equipment as long as the equipment is an equivalent make and model and serves a similar functionality. Bid responses should have non-Erate eligible items on separate lines. General switch specifications are as follows:

- Chassis-based design for standard 19-in rack mounting
- Modular design to allow POE, flexibility, and scalability
- 4- Aruba 5400 Power Supplies to support POE in configuration
- Aruba 5400 Fan Tray
- Aruba 5400 Mounting Kit
- (2) 5400 Management Modules
- (16)- 24p 1GbE/POE modules (J9986A)
- line rate 40GbE, must support 10GbE SFPs (24 SFP+ ports)
- OpenFlow Support (1.0 & 1.3 or most current version of support)
- Installation and Configuration
- Supports ClearPass Policy Manager, Airwave & Aruba Central Network Management

Wireless Access Points

CCSS is seeking to purchase wireless access points (WAPs). Our preferred brand is Aruba, due to the features offered and the ability to manage the district's wired and wireless infrastructure from a single interface. In this facility, the Aruba AP model 635 will serve as our office and meeting space WAP. The facility needs 16 indoor WAPs. The facility also needs 2 outdoor WAPs. For the outdoor application Aruba AP – model 577 is the preference for its directional antennas. Vendors may submit alternative equipment as long as the equipment is an equivalent make and model and serves a similar functionality. Bid responses should have WAPs, brackets, other hardware, licenses, and installation/configuration listed as separate line items. General WAP specifications are as follows:

Indoor WAP Specs:

- 16 WAPs
- 3.9 Gbps of maximum throughput
- WPA3 and Enhanced Open Security
- WiFi 5 and Wifi 6 compatible with 160 MHz Channels available
- High-Capacity Wi-Fi 6E access
- IoT-ready Bluetooth 5 and Zigbee support
- Supports AirWave and Aruba Central Network Management

Outdoor WAP Specs:

- 2 WAPs
- WiFi 5 & 6 Compatible
- Wall Mount
- Directional Antenna 120 Degree is the preference

Other Conditions

All equipment shall be new, factory-sealed equipment currently available from the manufacturer; the District will not accept proposals of used, remanufactured, refurbished, “B stock,” returns, open-box, discontinued, “gray market,” or equipment in any condition other than new and factory-sealed with all original manufacturer warranties. The District reserves the right to adjust quantities prior to purchasing based on availability of funding, and shall have the sole discretion to evaluate, ascertain, and determine whether any item proposed or offered by any bidder is in fact an equivalent or better for any item listed. It is the vendor’s responsibility and obligation to provide documentation and other evidence that alternative equipment is functionally equivalent or better. Failure to show equal functionality may result in the disqualification of the bid.

RESPONSE FORM

STATEMENT OF VENDOR’S QUALIFICATION

To accompany Network Infrastructure proposals submitted for the Coffee County School System.

Name of Vendor’s Firm: _____

Name of Company Representative: _____

Business Address: _____

Phone Number: _____

When Organized? _____

Where Organized? _____

Partnership _____

Corporation _____

Vendor must provide a Service Provider Information Number Assigned by the Schools and Libraries Division (SLD).

SPIN Number: _____

How many years have you been engaged in this business under the present firm name?

Please attach to this statement at least five references, including: (name, address, title, phone number and brief description of work performed, including dates of work)

The above statements must be subscribed and sworn before a Notary Public.

Date: _____

Firm Name: _____

By: _____

Title: _____

(Notary Public)

CONTRACT PRICE FORM

Name of Vendor’s Firm: _____

SPIN Number: _____

By: _____

Title: _____

Date: _____

(Notary Public)

To accompany proposals submitted for Network Infrastructure Upgrade for Coffee County School System. Please include an itemized breakdown of equipment separately as needed.

Network Switch and Module Package Pricing	\$ _____
Wireless Access Points Pricing	\$ _____
Non Erate Line Items Pricing	\$ _____
Total Price	\$ _____

LIST OF VENDOR'S EXCEPTIONS

Contractor shall list any exceptions to these specifications or general conditions.

The Owner reserves the right to reject any or all bids and to waive any informality in the bidding. No bid may be withdrawn for a period of thirty days subsequent to the opening of bids without written consent of the Owner.