

**PIKE COUNTY SCHOOLS
101 WEST LOVE STREET
TROY, AL 36081**

REQUEST FOR PROPOSAL

FOR

NETWORK EQUIPMENT / CABLING

Network Equipment & Cabling with installation & support services

RFP NO.: 24-0002
DATE DUE: 03/04/2024

Technical questions about the specifications or this RFP request should be addressed to:

Stephanie Snyder
Technology Coordinator
101 W. Love St
Troy, AL 36081
Phone: 334-566-1850 ext 81115
Fax: 334-566-6937
Email: ssnyder@pikecountyschools.com

Introduction

Objective

The Pike County Board of Education (hereinafter referred to as "The Customer") is seeking network equipment & network cabling/drops for our school system.

The Customer herewith requests proposals for these services as described in the attached specifications from interested companies (hereinafter known as "The Vendor"). The Vendor must submit an RFP for all areas and show an integrated approach with respect to services and support. The Customer requests that quotes be itemized with the separation of services/equipment broken out by location. The Customer requires that any proposal include seamless conversion of all existing data. The Customer reserves the right to reject all proposals, waive any technicalities, and award all or part of the contract in a manner that is in the best interest of the Pike County School Board.

The term of the contract shall be for a period of 3 years, renewable each year, beginning on July 1, 2024, and the contract may be cancelled with thirty days prior written notice.

All aspects of this project must comply with the Federal Communication Commission's competitive RFP requirement for Universal Service Fund (USF) support and services.

Other information may be made available to interested persons by contacting the Technology Coordinator.

Technical Contact and Contract Manager for this RFP is:

Stephanie Snyder
Technology Coordinator
101 W. Love St
Troy, AL 36081
Phone: 334-566-1850 ext 81115
Fax: 334-566-6937
Email: ssnyder@pikecountyschools.com

Schedule of Events

The following is the required schedule of events for this project. The schedule may change depending on the results of the responses and a final schedule will be established prior to contracting with the successful Vendor.

Event	Date
1. Release of RFP	02/02/2024
2. Walkthroughs and/or demonstrations, if needed or requested	2/5/2024 –3/1/2024 excluding weekends
3. RFP Questions	02/02/24 – 02/16/24
4. Deadline for Proposal Submission	03/04/2024 at 2:00 pm
5. Public Bid Opening	03/07/2024 at 8:30 am
6. Evaluation of Responses by committee	03/07/2024 at 9:00am
7. Determine feasibility and funding	03/18/2024 – Board Meeting
8. Installation to begin on or after	7/1/2024

Locations requiring network equipment / drops are:

School Name & Location	School Name & Location
Pike County Board of Edu – District Office 101 W Love St Troy, AL 36081	School Operations & Technology Center 317 Montgomery St Troy, AL 36081
Alternative Learning Center 122 Dean St Troy, AL 36081	Troy-Pike Center for Technology 285 Gibbs St Troy, AL 36081
Goshen High School 101 Eagle Circle Goshen, AL 36035	Goshen Elementary School 23 County Rd 2238 Goshen, AL 36035
Pike County High School 552 S Main St Brundidge, AL 36010	Pike County Elementary School 186 Hillcrest Court Brundidge, AL 36010
Banks School 9769 N US Hwy 29 Banks, AL 36005	Technology & Student Services Annex 111 Williams St Troy, AL 36081
Center for Advanced Academics & Accelerated Learning (CA ³ L) 205 Mockingbird Lane Troy, AL 36081	Any future locations/building that may be added in the future

Basis of Award

In keeping with the guidelines of USAC, this RFP will be awarded to the most cost-effective provider. Prices will be the primary factor, but not necessarily, the sole factor in evaluating the RFP's. Other factors of consideration will be:

1. Prior experience with e-rate and service being provided, including past performance.
2. At least 3 references from school systems (preferably in-state) of similar size and scope using your product & services.
3. Costs of ineligible products & services
4. Technical Support, including telephone support, email support, and online help.
5. Personnel Qualifications, including technical excellence.
6. Management capability, including schedule compliance.
7. Flexibility of leasing terms and arrangements
8. Valid SLD spin number

The customer does not guarantee any award of contract by submitting an RFP.

These factors will be utilized in weighing the RFP responses as follows:

Factor	Weight
Price of eligible products & services	35%
Prior Experience/Customer Satisfaction/References	10%
Price of ineligible products & services	15%
Technical Support	5%
Quality & Completeness of proposed solution (proposal meets all specifications)	15%
Management Capability, Transition & Implementation Plan	15%
Flexibility of Services/Plan	5%
TOTAL	100%

Specifications of Services to be included:

Specifications are not intended to eliminate any reputable manufacturer, brand, or bidder. Reference to manufacturers, brand names, suppliers catalog numbers, etc. is intended to set quality standards and does NOT exclude bids from others if quality standards are met. Pictures, descriptions, and specifications shall accompany all bids.

Background and basic description of the requirement: The Pike County School District has a fiber wide area network (WAN) connecting all schools, the Central Office, the Technology & Student Services Annex, and all satellite locations enabling communication and collaboration throughout the school district. The current configuration is 11 sites connected at a dedicated 1 Gbps fiber connection to each location. All sites share a minimum 1 Gbps Internet. The proposed configuration response to the specification below must provide the Customer with educational technology that meets requirements specified within the RFP.

- 1) Network Equipment Requested includes:
 - Network Equipment & Network Cabling/Drops with installation & support services.
- 2) Trade-in options for older equipment may be submitted.
- 3) All network equipment proposed must work with all existing network equipment currently in place including but not limited to routers, switches, firewalls, servers, filters, etc. Current network is comprised of CISCO (mostly 2960/3750) & Extreme switches and routers.
- 4) All pricing must include installation, setup, configuration, and maintenance fees. When installation is complete, vendor's connectivity equipment must be connected to the existing Customer network.
- 5) The solution should include licensing for any management software or cloud licenses. The vendor shall supply all licensing for management software and/or cloud licensing costs. Licensing and support should be included for a minimum of 5 years.
- 6) Vendor should list warranty coverage and any additional cost for warranties as well as any recurring operating costs for updating and maintaining the system and accessing support for a 5-year period.
- 7) Vendor must provide a toll-free number and email address for technical support Monday – Friday 7:00 am – 5:00 pm as a minimum.
- 8) Vendor's equipment and network must meet industry standards for Quality of Service (QOS) with no additional cost or required upgrades to ensure effective operation and handling of any current and future traffic.

- 9) Vendor must provide information on any Specializations and Certifications of your company and employees to design, implement, and install the equipment proposed in your solution.
- 10) Vendor must provide three references, preferably AL customers, of comparable size and scope with a summary of services provided.
- 11) The vendor must provide a transition plan defining and describing the activities and timelines necessary to complete implementation of each of the requested services (site by site).
- 12) Vendor will be required to deinstall equipment that is being replaced and no longer needed as part of the Configuration & Installation services. Therefore, deinstallation & removal of these devices to designated District locations should be included in the Vendor's configuration & installation quoted pricing of network devices.
- 13) This solicitation identifies specific requirements for a planned upgrade project of network equipment and network drops expected to occur within the next year, if funded by E-rate. Additionally, The Customer is requesting bids for the same products & services to be purchased by The Customer on an "as needed" basis anytime during the term of the contract.

QUANTITIES

The Customer requires the following quantities. **Please note, the Customer may implement in whole or in part.**

Cabling & Materials:

The Vendor is required to provide pricing for The Customer to purchase, when required, Category 6A network cabling services (materials & installation). Cabling pricing should be quoted in 225 ft runs and should be all inclusive of the connectors, cabling materials, installation, testing, etc. necessary to install an operational connection between the network drop and the network switch. This should be an end-to-end solution including patch panels, patch cables, wire mold fastened to the wall and covering the cables, and wall boxes. Cables shall be routed point-to-point (homerun) and shall not be spliced. Fire caulking must be included where needed. Documentation to be provided to The Customer at the end of the project.

**** NOTE **** We have a few buildings that do NOT have a drop ceiling, but they have existing pathways for data runs to each classroom.

Cabling Requested:

Copper – CAT6A (Color = BLUE)

Fiber – Multimode at least 50 microns (at least OM3)

Fiber Patch Cables – LC to LC

Network Equipment Requested:

Any network switches should have a minimum of 4 SFP ports that are 10Gbps capable.

The following information identifies the specific requirements, by location. Floor plans designating planned installation locations for all sites are available upon request. To request copies of floor plans, email a written request to Stephanie Snyder at ssnyder@pikecountyschools.com.

A formal site survey is **NOT** being scheduled, but if any Vendor would like to schedule a walkthrough of any location, a written request must be emailed to Stephanie Snyder at ssnyder@pikecountyschools.com to schedule the walkthrough. Walkthroughs can be scheduled between February 5 – March 1, 2024.

1) Banks School

- a. 70 Copper Drops
- b. 1 copper pull from IDF to Lunchroom
- c. 2 48 port POE switch with SFP & Fiber Patch Cables
- d. 2 battery backups
- e. 4 10G Fiber SFP Model GBIC
- f. 4 LC to LC Duplex Fiber Patch Cables

2) Goshen Elementary School

- a. 168 Copper Drops
- b. 1 Fiber pull from MDF to new IDF in 200 Lab
- c. 1 Fiber pull from 300 IDF to Library
- d. 1 Fiber pull from 300 IDF to 301 Workroom
- e. 1 Copper Pull from Lunchroom to new 200 Lab IDF
- f. 5 48 port POE switch with SFP & Fiber Patch Cables
- g. 2 24 port POE switch with SFP & Fiber Patch cables
- h. 5 battery backups
- i. 1 – Small Enclosed wall rack for existing switch in 200 Hallway
- j. 1 – medium to large wall rack for new IDF in 200 Bldg Lab
- k. 12 10G Fiber SFP Model GBIC
- l. 12 LC to LC Duplex Fiber Patch Cables
- m. 3 LC Duplex Fiber Patch Panels

3) Goshen High School

- a. 142 Copper Drops
- b. 1 Fiber pull from 500 IDF to 501 Lab
- c. 1 Fiber pull from 600 IDF to 601 Lab
- d. 6 48 port POE switch with SFP & Fiber Patch Cables
- e. 2 24 port POE switch with SFP & Fiber Patch cables
- f. 5 battery backups
- g. 6 10G Fiber SFP Model GBIC
- h. 6 LC to LC Duplex Fiber Patch Cables
- i. 2 LC Duplex Fiber Patch Panels

4) Pike County Elementary School

- a. 222 Copper Drops
- b. 1 Fiber pull from MDF to new IDF in 200 Lab
- c. 2 Fiber pulls from 300 IDF to 305 Lab
- d. 1 Fiber pull from 500 IDF to new IDF in hallway
- e. 1 Fiber pull from 600 IDF to STEM Lab
- f. 7 48 port POE switch with SFP & Fiber Patch Cables
- g. 3 24 port POE switch with SFP & Fiber Patch cables
- h. 8 battery backups
- i. 1 – medium to large wall rack for new 500 Bldg IDF
- j. 25 10G Fiber SFP Model GBIC
- k. 25 LC to LC Duplex Fiber Patch Cables
- l. 6 LC Duplex Fiber Patch Panels

5) Pike County High School

- a. 64 Copper Drops
- b. 1 Fiber pulls from 500 IDF to Athletic Room
- c. 1 Fiber pulls from 500 IDF to STEM Lab
- d. 1 Fiber pull from 600 IDF to 605 Lab
- e. 1 copper pull from 700 IDF to Computer Lab
- f. 7 48 port POE switch with SFP & Fiber Patch Cables
- g. 1 24 port POE switch with SFP & Fiber Patch cables
- h. 9 battery backups
- i. 1 – Small Enclosed wall rack for existing switch in 400 IDF
- j. 1 – medium to large wall rack for 605 Lab
- k. 15 10G Fiber SFP Model GBIC
- l. 15 LC to LC Duplex Fiber Patch Cables
- m. 3 LC Duplex Fiber Patch Panels

Response Submission

Responses to this RFP must be submitted in sealed packages and delivered to 101 W. Love Street, Troy, AL no later than 2:00 pm on March 4, 2024, so that this RFP complies with the Federal Communication Commission's competitive RFP requirement for Universal Service Fund (USF) support and services. It is the sole responsibility of the respondents to ensure that their responses arrive in a timely manner. The Customer will reject all late arrivals. The Vendor must submit three (3) copies of the response along with any required supporting documentation. **“Network Equipment RFP Response” should be clearly marked on the face of the envelope containing the RFP number along with the deadline date of March 4, 2024.** Failure to comply with this may cause the RFP to be misdirected and therefore not to be considered. Responses must be for the entire project. No substitutions or partial RFP's will be allowed. Oral, telephone, faxed or telegraphic RFP's shall not be considered, nor will modifications of RFP's by such communication be considered. The completed RFP form shall be without erasures or alterations. Signatures on the proposals shall be in longhand and executed by an individual duly authorized by The Vendor to make a contract. RFP's made out in pencil will NOT be accepted. RFP must be notarized

A Bid Bond in the form of a bond from an approved bonding agency or company, or cashers check for \$500 must accompany vendors bid in sealed envelope. All bonds from vendors not receiving the award will be returned to the vendor within 30 days. Awardees bond will be returned upon commencement of acceptable services as described herein. Make bond payable to the Pike County Board of Education.

Costs Associated with Preparation of the Vendor's Response

The Customer will not be liable for any cost incurred by the respondents in preparing responses to this RFP or negotiations associated with award of a contract.

Special Conditions

This facility is an educational facility that provides educational services to the students of the Customer. As such, activities in each building are critical to the providing of services to the students and shall not be interrupted by The Vendor's work activities when possible. Computer and cabling systems will not be taken off-line (unless otherwise required) or removed from service during normal school hours. Arrangements must be made in advance by The Vendor to coordinate any such activities. The Vendor will be required to work around the conditions listed above as well as working with The Customer's staff to minimize disruption to normal Customer activities. Networks and Internet Access shall not be interrupted for routine maintenance without prior notification and scheduling through the point of contact.

Variation in Quantities and Configurations

Equipment and capacity requirements are the best estimates currently available. The Customer reserves the right to modify quantity and configuration requirements. The Vendor agrees to sell The Customer the revised quantity of items at the unit price as stated in the RFP regardless of quantity changes.

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 RFP's for the Pike County School System as previously stated in this RFP. The Customer may make corrections, or changes to the RFP. If the customer makes changes or corrections to the RFP, it will be via a written ADDENDUM. 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. Addendums will be issued as expeditiously as possible via the District's website at www.pikecountyschools.com (Departments/ Technology/ Technology Documents/ RFP Folders). It is the Vendor's responsibility to check the website and to determine whether all addendums have been received.

Questions

Questions concerning this RFP should be directed to the Technology Coordinator in the form of email only. Questions can be emailed to Stephanie Snyder at ssnyder@pikecountyschools.com **no later than 2:00pm CST on Friday, February 16, 2024**. All questions/answers will be post to the Pike County Board of Education website. Visit www.pikecountyschools.com and click on the following (Departments / Technology / Technology Documents / RFP Folder).

Proposal Binding Period

Prices quoted in The Vendor's response for all services and equipment will remain in effect for a period of at least 120 business days from the issuance date of The Vendor's response. The Vendor must understand that the customer may use e-rate discounts for these services, in which case, within applicable filing window for submitting the response to the RFP the customer will submit SLD form 471 for funds based upon the pricing submitted by the Vendor. The SLD funding cycle may take as long as 12-18 months. In the event funding is not available, the RFP will become void.

Omissions

- 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 all equipment or services.
- If a bid differs in any way from the bid specifications, the bidder must list the differences on the bid proposal form telling exactly where and how the bid deviates from said specifications. If no exceptions are listed on the bid, it will be presumed the bidder proposes to meet the specifications in every respect; and if awarded the contract, performance on this basis will be required.

Vendor Registration and Compliance with the Schools and Libraries Corporation

The Vendor must provide proof of registration with the Schools and Libraries Division (SLD) a division of the Federal Communications Commission (FCC), for reimbursement under E-Rate guidelines and maintain a Green Light status with the FCC. If The Vendor fails to file the appropriate forms with the SLD or fails to receive an SLD Vendor Number or fails to remain in good standing with FCC, the Pike County Board of Education is not responsible for the discounted portion of The Vendor's bill. The Vendor must generate an invoice for the USF portion of the bill in accordance with SLD regulations. Vendor is responsible for supplying SLD SPIN number with RFP.

Vendor Required Documentation for Schools and Libraries Division (SLD) Form 471 Filing

The Vendor must provide Item 21 Attachment documentation ready for filing for Universal Service Administrative Company (USAC), Schools and Libraries Division (SLD) Form 471. This document must list eligible and in-eligible costs associated with the products for each location.

Price Quotations

Price quotations are to include the furnishing of all materials, equipment, maintenance and training manual, tools, and the provision of all labor and services necessary or proper for the completion of the work.

The Pike County Board of Education is exempted from all sales and use taxes under the provisions of Title 40, Chapter 23, Section 4(15), Code of Alabama, 1975.

Contract prices and discounts shall be fixed at the time of contract award for a period of thirty-six (36) months. If The Customer desires to purchase additional services specified in the contract, purchases will be at the contract price.

Evaluation of Responses

The Customer may, at its discretion and at no fee to The Customer, invite any Vendor to appear for questioning during response evaluation for clarifying statements in the response. Each proposal will be evaluated based on criteria and priorities defined by the Pike County Board of Education. Proposals will first be screened based upon compliance with the base requirements.

The final awarding of this bid will be made by the Pike County Board of Education based on the recommendation from the Superintendent.

E-Verify – AL Immigration Law Compliance

The vendor that is awarded any contracts must comply with the Alabama Immigration Law. The vendor will be required to provide the following to the Pike County Board of Education:

1. Proof that you are in compliance with the immigration law by timely submitting a notarized Affidavit of Immigration Law Compliance and an E-Verify Memorandum of Understanding;
2. Provide a signed Alabama Immigration Law Compliance Contract
3. Provide your subcontractors notice of their compliance obligations and OBTAIN from each a notarized Affidavit of Immigration Law Compliance – Subcontractor.

The requirements above, imposed by H.B. 56, are “a condition for the award of any contract, grant, or incentive by the State of Alabama, any political subdivision thereof, or any state-funded entity to a business entity or employer that employs one or more employees (working in the State of Alabama). As a Contractor or Grantee, if you believe these obligations do not apply to you, please notify the Pike County Board of Education.

Required E-Verify documents can be found on the Pike County Schools website at www.pikecountyschools.com.

Equal Employment Opportunity

In connection with the execution of this Contract, The Vendors and subcontractors shall not discriminate against any employee or applicant for employment because of race, religion, color, sex, age, or national origin. The Vendors shall take affirmative action to ensure that minority and disadvantaged applicants are employed and employees are treated during their employment without regard to race, religion, color, sex, age, or national origin.

Right to Reject

The Customer reserves the right to accept or reject all proposals or sections thereof when the rejection is in the best interest of the Pike County Board of Education. The Customer reserves the right to award without further discussion. Therefore, responses should be submitted initially with the most favorable terms that The Vendor proposes. The Customer reserves the right to reject the proposal of a Vendor who has previously failed to perform properly or completed on time contracts of a similar nature; and to reject the proposal of any Vendor who in the opinion of the Customer is not in a position to adequately perform the contract.

The Customer reserves the right to reject any or 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 all of the contract in a manner that is in the best interest of Pike County Board of Education. Contracts will be awarded to The Vendor submitting the proposal determined to be in the best interests of the Pike County School System.

In event E-Rate funding is not approved by the SLD any/all contracts or agreements shall be null and void.

RFP Response Form

RFP# 24-0002

Vendors must use the following form to quote its price:

**TO: Pike County Board of Education
101 W. Love Street
Troy, AL 36081**

VENDOR:

Name of Firm

Mailing Address

City, State, Zip Code

E-Rate SPIN

Operating as an individual corporation organization and existing under the laws of
ALABAMA, or a Partnership, or a joint venture consisting of

_____.

***** REMINDER** - Provide all pricing information in Item 21 Attachment format ready for filing for Universal Service Administrative Company (USAC), Schools and Libraries Division (SLD) Form 471. This document(s) **must list eligible and in-eligible costs** associated with the products for **each location**. Include recurring costs for up to 5 years.

Required Pricing Proposal Format per location:

- A) Price of ELIGIBLE equipment at each location
- B) Price of INELIGIBLE equipment at each location
- C) Hourly Rate for Installation of any network equipment
- D) Price for CAT6 drop (include labor and materials)
- E) Price of ELIGIBLE services/warranties for years 2 thru 5
- F) Price of INELIGIBLE services/warranties for years 2 thru 5
- G) Additional Proposed Components recommended (add as many rows as needed):

Manufacturer/ Model	Part Number	Description	Unit Cost	Quantity	Specify % if Product that is E- rate Eligible

Project Costs by Location:

Location:	E-Rate Eligible	Non-E-rate Eligible
Banks School	\$ _____	\$ _____
Goshen Elementary	\$ _____	\$ _____
Goshen High	\$ _____	\$ _____
Pike Co Elementary	\$ _____	\$ _____
Pike Co High	\$ _____	\$ _____

UNIT COST PER DROP \$ _____ **each**

Having carefully examined the invitation to RFP documents prepared by Pike County Board of Education entitled **Network Equipment, RFP Number 24-0002**, and together with such addenda, if any, as listed hereafter, the undersigned hereby proposes and agrees to provide all components as specified in the attached Proposal Schedule, these sheets being a part of the Proposal, for the total lease price shown and under the terms of the attached lease. **It is agreed that the undersigned has complied with all requirements concerning Vendor Qualifications, licensing, and with all other local, state, federal laws, and that no legal requirement has been violated in making or accepting this proposal in awarding a contract to him or in the delivery of products.** In submitting this proposal, it is understood that the right is reserved by the Customer to reject any or all proposals and waive all technicalities/informalities in connection therewith. It is also agreed that this proposal may not be withdrawn for a period of Ninety (90) days from the opening thereof.

The undersigned declares that the person or persons signing the Proposal is/are fully authorized to sign on behalf of the firm listed and to fully bind the firm listed to all of the conditions and provisions thereof. In view of the terms of this Invitation to RFP, the undersigned proposes to furnish all items for a total sum of:

Signature: _____

Title: _____

Date: _____

THIS RFP MUST BE NOTARIZED

Sworn and subscribed before me this

_____ day of _____

Notary Public

My commission expires: _____