

Nodaway Valley Community School District

CAT 2 - 2019

REQUEST FOR PROPOSAL (RFP)

Internal Connections

School: Nodaway Valley CSD

Issue Date: February 13, 2019

The purpose of this Request for Proposal (RFP) is to solicit proposals to establish a contract through fair and competitive negotiations for Internal Connections.

The goods and services requested in these documents are part of the E-Rate filings for Nodaway Valley CSD for the 2019-2020 funding year.

Further information can be found at the USAC Website www.universalservice.org

- The vendor must provide their E-Rate Service Provider Identification Number (SPIN) number on the proposal in order to be eligible for consideration.
- The vendor must agree to comply with rules and regulations of USAC. Vendors must be familiar with billing methods and timelines associated with USAC.
- Bids and awards related to this RFP are subject to receiving approval for funding through the E-Rate process. In the event projects are not funded, Nodaway Valley CSD reserves the right to modify the scope of the project or cancel the project.
- This project may not be implemented until an E-rate Funding Commitment is received.
- The winning vendor must complete the necessary FCC Form 471 templates required for each school/entity, i.e. Internal Connections, Basic Maintenance of Internal Connections, and Managed Broadband Services.

BACKGROUND

- Nodaway Valley CSD will be upgrading their network/wireless infrastructure as outlined in the specifications section of this document.

SITE VISITS

- Questions or arrangement for a site visit to look at any installation may be submitted to Jane Woodside, IT, through email at erate@nodawayvalley.org
- Answers to questions may be shared with other vendors if necessary to provide clarification to the RFP Process.

DUE DATE

Proposals will be received at the following address: Nodaway Valley CSD, 410 NW Second, Greenfield, IA 50849 until 4:00 P.M. CST Wednesday, March 13, 2019. Proposals must be submitted in a sealed envelope with a return address, plainly marked on the outside; "RFP for Internal Connections Upgrades". Proposals may also be submitted via email to erate@nodawayvalley.org until 4:00 P.M. CST Wednesday, March 13, 2019. The Nodaway Valley CSD reserves the right to reject any or all bids.

SPECIFICATIONS

Listed below are part numbers and quantities for proposal. Vendors may submit alternative equipment as long as the equipment is an equivalent make and model or serves a similar functionality.

Nodaway Valley CSD reserves the right to adjust any and all quantities prior to purchasing to meet the needs of the corporation.

Nodaway Valley Middle School, Fontanelle

Function	Part Number	Description	Qty.
Switch		Cisco Meraki 48G-PoE	1
Switch		Cisco Meraki 24G-PoE	1
Wireless Controller	If Necessary	Cisco Meraki	1
Wireless	General Use – for classrooms	Cisco Meraki Wireless Access Point	12
Wireless	High Use – for media center and gym	Cisco Meraki Wireless Access Point	2
Wireless	LIC-ENT-5YR	Cisco Meraki AP License	14
Wireless	LIC-ENT-3YR	Cisco Meraki AP License	14

PRICING

- Each line item on the proposal should clearly list the following information:
 - Quantity
 - Manufacturer
 - Part Number
 - Description
 - Unit Price
 - Extended Price
 - Classification (See categories below)
- List the classification for each line item of products/services in a separate column on the proposal/bid from one of the following categories:
 - Antennas or Cabling or Connectors
 - Caching (equipment or recurring service)
 - Data Distribution (router or switch)
 - Data Protection (firewall or UPS)
 - Miscellaneous (installation or training) - Please note that you should include who is doing the training, who is being trained, and when the training will take place.
 - Racks
 - Software (Operating System Software of Eligible Equipment)
 - Wireless Data Distribution (Antenna, Access Point, or LAN Controller)

- Labor pricing for installation of Access Points and Switches must be listed separately.
- Any ongoing subscription pricing must be listed separately.
- Licenses, software, and basic maintenance for the adequate performance of eligible components should be included in the proposal.
- If applicable, vendor is to specify change fees, freight assurance fees, shipping charges, taxes, surcharges and contingency fees for eligible equipment.
- If applicable, vendor is to specify the manufacturer's warranty provided as an integral part of an eligible component without separately identifiable cost.
- If applicable, vendor is to specify change fees, freight assurance fees, shipping charges, taxes, surcharges and contingency fees for eligible equipment.
- While price will be the most heavily weighted factor in our evaluation of the bids, Nodaway Valley CSD reserves the right to award the proposal to the best-qualified vendor.

EVALUATION CRITERIA

Criteria
Cost
Adequacy of the responses to this RFP
Satisfactory previous business/working relationship with the provider
Invoicing: Reimbursements/Discounts (preference is given to vendors who are willing to discount invoice with E-Rate discount)
Local or in-state vendor

TIMELINE

- Bids Due March 13, 2019 at 4:00 PM EST

POINT OF CONTACT

Questions regarding this RFP may be submitted to erate@nodawayvalley.org prior to March 12, 2019. The district will not respond to any questions not submitted in writing, nor will the district return vendor phone calls. Answers will be posted on the District E-Rate RFP site: <http://www.nodawayvalley.org/e-rate>

Any questions concerning technical specifications or Statement of Work (SOW) requirements must be directed to:

Jane Woodside, IT
 Address: Nodaway Valley CSD, 410 NW Second, Greenfield, IA 50849
 Email: erate@nodawayvalley.org