

REQUEST FOR PROPOSALS FOR
INTERNAL CONNECTIONS
INCLUDING EQUIPMENT and
VoIP TELEPHONE SYSTEM
FOR THE
ALTERNATE HIGH SCHOOL BUILDING
BLOOM TOWNSHIP HIGH SCHOOL DISTRICT 206,
CHICAGO HEIGHTS, ILLINOIS

Bloom Township High School District 206, Chicago Heights, Illinois wishes to take advantage of the federal Erate discounts and is seeking proposals for wiring/cabling, equipment, setup and installation, and software for various Internet related projects. All equipment, material, and projects meet requirements of the Eligible Services List provided by the Schools and Libraries Division.

District 206 has a WAN composed of 2 LANs connecting four separate buildings. The buildings are connected either by fiber optic or T-1 lines. The existing WAN and LANs are sufficient and are not part of this request. The LANs run on a gigabit backbone.

Vendors may provide bids for any or all parts of this RFP. District 206 may accept all, part or none of any bid. All work is dependent on District 206's application to the SLD being accepted and approved. Vendors must accept SLD distributions as part payment of invoices.

Any and all wiring will be done with UTP CAT5e 4-pair cable. All connections and materials will be to industry standard. All wiring runs will be hidden and adhere to local building codes. All drops to have plastic boxes and plastic faceplates. Double drops will have faceplates with 2 RJ45s; single drops will have faceplates with 1 RJ45. quad drops will have faceplates with 4 RJ45s.

All servers and switches are to be rack-mounted.

ALTERNATE HIGH SCHOOL BUILDING

The following equipment is required:

1. Servers
 - a. DHCP plus DNS
 - b. Web Caching
2. (1) Layer 3 switch – Cisco 4900 Series or equivalent
3. (6) Cisco 3750G 48-port switches or equivalent
4. (1) Cisco ASA Firewall
5. (6) Cisco Wireless N Access Points – Aironet 1252
6. (1) management switch for wireless Access Points
7. (1) Cisco series 2800 router or equivalent
8. VoIP infrastructure - Avaya IP500 VoIP system for 30 VoIP phones – note phones will be bid and purchased separately and are not a part of this RFP.
9. (2) Network closets including fans, sides and doors

The following services are required:

- All setup, installation, software, cabling, and testing to provide turnkey services for items 1 through 7 above. Servers will operate on Microsoft Server 2008. All other software will be Microsoft compatible. Virus protection is provided by the district.
- Complete setup, testing, etc. for a VoIP telephone system of 30 phones. Cabling and drops will be provided by the District.
- Placement of wireless access points should insure there are no dead spots in staff and student access areas.
- Removal of current network cabinets and transfer of all punch down blocks, cabling, network equipment, etc. to new closets. New closets will be put in the same place the old cabinets are in.
- Disconnection of network services will be done in a timely manner to insure minimum disruption.
- All installations, setups, cabling, terminations, etc. shall be done to industry standards.

Vendor's Conference

A vendor's conference and walk through will be held on January 13, 2009 at 10:00 am at the district offices, 100 W Tenth St. Chicago Heights, IL

Proposal Due Date

Proposals are due in the school district office by 10:00 am January 29, 2009. Proposals are to be delivered to the school district office (100 W. Tenth St. Chicago Heights, IL 60411) only. They are not to be delivered to any other location or person. Envelopes containing proposals will be marked "**Proposal for 2009 Erate RFP - Alternate**".

All Bids Must Include the Following:

Spin Number

-Vendors will provide their SPIN on all proposal materials.

Vendor Name and Contact Information

-Vendor contact information must be provided including email address. Vendor's EIN must also be included.

Form 470 applications #

-149090000711739

Equipment and services list

-a comprehensive list of all equipment and services cost and a breakout of eligible services and equipment and ineligible services and equipment as per the 2009 Eligible Services List provided by the Schools and Libraries Division. This

list is to be in SLD Item 21 format and must be available electronically in MS-Word or Excel format.

Description

-a description of how the project shall be performed, timelines for completion, testing procedures, etc should be included. If the bid is only to provide equipment then the description should include delivery timeframes.

References

All proposals must include three references of equal or larger size to this current RFP project. All references must be from school districts in either Will or Cook counties, Illinois.

All references must include the following:

School/School District Name

Contact Person – address, phone #, email

Date of Project

Description of Project

Incomplete proposals may be rejected.

Award Date

Proposals will be awarded in full, in part or rejected on February 5, 2009. Proposers will be notified by email. All awards and the award date are contingent upon final approval of the discount award by the Schools and Libraries Universal Service Fund Discount Program, its agents, or designees. This may not occur until the summer of 2009. All prices shall be valid until the District is notified by the SLD as to whether or not the District has received an award for the work.

Project Initiation Meeting

A project initiation meeting will take place subsequent to award by the SLD; place to be announced. Any and all exceptions are to be discussed and a Project Implementation Schedule will be agreed upon.

Commencement of Work

No work may begin before the SLD award or July 1, 2009, whichever is later. All invoices must be itemized to show material and labor authorized under the universal

services Erate program as separate from non-authorized material and labor. All vendors will provide their Universal Services Vendor Code on invoices.

Exceptions

All exceptions, additions and change orders are to be agreed on, by signature, in writing by the vendor/contractor and the district project manager.

Contracts

All proposals should include a signed contract in the event the proposal is accepted.

Proposal Withdrawals

Requests to withdraw proposals must be made in writing to John Wisnewski, Technology Coordinator.

Proposal Opening

Proposal opening will be on January 29, 2009 at 10:30 am at the District 206 Administrative offices. Proposals received prior to the time of opening will be kept secure and unopened. No proposal received thereafter will be considered and will be returned to the proposer unopened.

Evaluation Criteria

This RFP is not meant to favor any vendor or manufacturer. Instead, it is designed to meet the needs of Bloom Township High School District 206. District 206 will weigh the proposals based on the vendor's references, qualifications and support as well as technical merit and cost. In awarding the contract(s), District 206 may take into account the vendor's skill, facilities, capacity, experience, responsibility, previous work record, financial standing, the necessity of prompt and efficient completion of work described in the request documents, familiarity with the District or other factors District 206 considers relevant. Inability of the vendor to meet these conditions may be cause for rejection of the proposal.

Bid Criteria

All bids will be subjected to the following evaluation system:

Factor	Weight
Price of eligible products and services	40%
Prior vendor experience	25%
Familiarity with District 206	10%
Service quality and uptime guarantees	10%
Ability to provide support in a timely manner	10%
References	5%
Total	100%

Proposal Acceptance

District 206 reserves the right to accept or reject any or all bids in full or in part and waive formalities or irregularities in the process. A proposal once submitted shall be deemed final and binding on the Proposer, and shall constitute an option with District 206 to enter into a contract upon the terms set forth in the proposal. Due to the processing nature at the SLD all proposals should be valid until District 206 receives notice as to whether or not the project is accepted. District 206 has no control over the timing of notification by the SLD.

Award of any proposal is contingent upon the approval of funding from the Schools and Libraries Universal Service Program. Proposer agrees to receive a portion of payment for the provision of goods and services described herein directly from the Universal Service Fund (“USF”) and/or its agents, the National Exchange Carrier Association (“NECA”) and/or the Schools and Libraries Corporation (“SLC”). District 206 will not be liable for any delays in payments from the Universal Service Fund, or its agents or designees. District 206 and Proposer will act in a reasonable manner and comply with any Schools and Libraries Universal Service Fund Program requirements as designated under Section 254 of the Communications Act of 1934, as amended, 47 C.F.R. #254, and any competitive bidding requirements contained in 47 C.F.R. #54.504.

Proposal Award

Unless otherwise indicated in the specifications for the proposal, District 206 reserves the right to award the proposal in whole or part, by item, by group or items where such action serves the best interests of District 206.

Warranty

The vendor shall provide a full one year or better warranty on all equipment, services and work from the date that the district accepts completion of the project. The vendor must guarantee a 99% uptime with documentation. Extended warranties should be included as an addendum to the proposal to enable the district to determine if extended warranties are feasible at the time and if they offer an advantage to the District.

Contract Negotiations

School District 206 reserves the right to negotiate a contract after a successful proposer is accepted. Selection will be based on the proposal and subsequent interviews, if any; therefore, proposals must be complete.