

Pleasant Valley Community School District

**REQUEST FOR PROPOSAL
FOR
WIRELESS NETWORKING EQUIPMENT**

Notice is hereby given that the Pleasant Valley Community School District, in the County of Scott, State of Iowa hereinafter referred to as “PVCSD” is seeking bids for wireless networking equipment.

All work must be done and operational by July 19, 2019.

All intent to submit bid proposals must be received by January 21, 2018.

All bids hard copy or email must be received at the following address no later than 3:00 pm on January 28, 2018.

Address:

Pleasant Valley CSD

c/o Kevin Pennekamp

525 Belmont Rd

Bettendorf, Iowa 52722

pennekampkevin@pleasval.k12.ia.us

If you have any questions about the bid procedures or specifications please contact Kevin Pennekamp at 563-332-5550 or email at pennekampkevin@pleasval.k12.ia.us

The PVCSD reserves the right to reject or accept any and all bids and to waive any informality or irregularity in the bidding.

E-RATE 470 REQUEST AND REQUEST FOR PROPOSAL (RFP) FOR: WIRELESS NETWORKING EQUIPMENT E-RATE FY-2019

1.1 PURPOSE AND SCOPE

The purpose of the Request for Proposal (RFP) is to solicit from vendors proposals to upgrade portions of the wireless infrastructure for our school buildings in the Pleasant Valley Community School District (PVCSD). General information about PVCSD can be found on our website at <http://www.pleasval.org>. PVCSD is upgrading our aging Cisco APs and installing additional cable runs using Cat 6. This project will be directed, in part, by our E-rate funding. All services are to be completed within the local, state, and E-rate guidelines and regulations.

1.2 EVALUATION PROCEDURES

The evaluation will be performed by the Technology Director and appropriate technology staff for the services proposed. The evaluators will consider how well the vendor's proposed solution meets the needs and criteria set forth in the fair and competitive bidding process using the below matrix. It is important that bids be clear and complete so that the evaluators can adequately understand all aspects of the proposal. Failure to supply SPIN, proof of Form 473 is grounds for proposal disqualification. Evaluation results are confidential and the property of PVCSD.

PVCSD will evaluate proposals from vendors using a 0 – 100 point scale on the basis of the following matrix:

Number	Factor	Points
1	Cost: Including unit prices, shipping charges, and technical support	35
2	Solution: Vendors capability to provide a high quality solution as described in the technical documentation supplied by the vendor in response to this RFP.	25
3	Experience: Vendors relevant experience, qualifications and success in providing these services/equipment specifically in the public school environment	15
4	Warranty: The quality and duration of the proposed warranty period, specifically: items covered; period covered; items not covered; preventative maintenance plan; remedial maintenance response time; availability of trained technicians and parts; equipment upgrades; software maintenance (if applicable); engineering support; training and certification of district personnel; and any other factor that should be considered in evaluating this area of the vendor's proposal.	15
5	Installation/Timing: The ability of vendor to provide satisfactory installation services , and availability of product and/or services to ensure hardware is deliverable to the District by the proposed project start date and that all invoices reflect a date of July 1, 2019 or later.	10
	Total Points Possible	100

1.3 PROJECT SCHEDULE

The schedule for this project is as follows:

Note: PVCSD reserves the right to adjust this schedule as necessary	Date
Submit E-rate form 470	December 28, 2018
Issue of RFP/Publish to the District Website	December 28, 2018
Vendor Notice of Intent to Propose	January 21, 2019
Deadline for Questions	January 21, 2019
Proposals Due	January 28, 2019
Tentative Vendor Selection	February 8, 2019
Tentative Sign Contracts	February 15, 2019
Project Begin Date	June 10, 2019
Requested Project Completion Date	July 19, 2019

1.4 SERVICE PROVIDER CRITERIA AND CONTRACT REQUIREMENTS

Pleasant Valley Community School District wishes to take advantage of E-Rate funding discounts. The successful bidder(s) will be responsible for qualifying in the Federal E-Rate program and will be responsible for meeting the following requirements:

- It is expected that each Service Provider make themselves thoroughly familiar with any rules or regulations regarding the E-rate program.
- Items that are not eligible for E-rate should be itemized, with cost, and clearly marked as not eligible in the bid.
- Because these projects and services depend on partial funding from the E-rate program, prices must be held firm for the duration of the E-Rate fiscal year or until all work associated with the project(s) are complete (including any SLD approved extensions).
- All contracts entered into as a result of this RFP will be contingent upon the specific funding of the FRN at the percentage rate submitted.
- The maximum amount that PVCSD will be liable for is the pre-discount amount minus the funded amount as shown on the form 471.
- Submitted bids will not be considered to be a binding agreement.
- The contractor is responsible for providing a valid SPIN (Service Provider Identification Number) at the time the bid is submitted.
- Any potential bidder found to be in Red-Light Status will be disqualified from participation in the bidding process and will be considered non-responsive.
- All invoices must reflect a date of July 1, 2019 or later.
- All hardware equipment and software must be broken out separately from any installation costs on all submitted bids.
- Standard warranty items and costs must be broken out separately from any added warranty items and costs on all submitted bids.
- PVCSD requires certification by the awarded contractor, prior to project commencement, concerning criminal records check in accordance with Iowa law.
- All bidders must be licensed, bonded and insured.
- Vendor understands that they may be asked to work around school schedules to avoid impacting classroom or busy office times.

The Applicant reserves the right to deny any or all proposals associated with this RFP, even with SLD funding approval. *Failure to follow the above criteria and requirements may be considered grounds for disqualification.*

1.5 NOTICE OF INTENT TO PROPOSE

Those submitting proposals are required to submit a Letter of Intent no later than January 21, 2019 via email to Kevin Pennekamp at pennekampkevin@pleasval.k12.ia.us or by fax to 563-332-4372. No late bids or bids delivered other than via email will be accepted. The letter must be submitted on vendor's letterhead. Please identify the name, address, phone number, fax number, and e-mail address of the person who will serve as the key contact for all correspondence regarding this RFP.

Submission of the Letter of Intent constitutes the vendor's acceptance of the procedures, evaluation criteria, and all administrative instructions of this RFP.

Letters may be withdrawn at any time before the deadline for submission. A list of all vendors submitting a letter of intent will be available upon request

1.6 DEADLINE FOR QUESTIONS

Questions with regard to the RFP may be asked via phone call or e-mail. Official answers will be e-mailed to all proposing vendors. In order to make information available to all proposing vendors, no questions will be answered past January 21, 2019 as stated in the schedule in section 1.3.

1.7 RFP SUBMISSION

Please submit on (1) hard copy of the proposal, in it's entirety to 525 Belmont Rd OR e-mail to the contact and address below no later than 3:00 PM CST, January 28, 2019.

Kevin Pennekamp
Pleasant Valley Community School District
525 Belmont Rd
Bettendorf, IA, 51537
pennekampkevin@pleasval.k12.ia.us
Attn: Wireless Proposal

1.8 VENDOR COMMUNICATION

Upon release of this RFP, all vendor communications concerning the overall RFP should be directed to the District Technology Director listed below. Unauthorized contact regarding this RFP with PVCSD employees will not help. Any oral communications will be considered unofficial and non-binding to PVCSD.

Vendors should rely only on written, faxed, or e-mailed statements issued by the District Technology Director.

Kevin Pennekamp
525 Belmont Rd
Bettendorf, IA, 51537
Work: 563-332-5550
Cell: 563-650-3337
Fax: 563-332-4372
E-mail: pennekampkevin@pleasval.k12.ia.us

1.9 RIGHT OF SELECTION/REJECTION

PVCSD reserves the right to reject any or all proposals, to waive any minor informalities or irregularities contained in any proposal, and to accept any proposal deemed to be in the best interest of PVCSD. Selection

of a vendor solution shall not be construed as an award of contract, but as a commencement of contract negotiation, including but not limited to the contract price proposed. This project will be submitted to E-rate, but is not contingent to acceptance by E-rate.

1.10 RFP REVISIONS

PVCSD reserves the right to change the schedule or issue amendments to the RFP at any time. The PVCSD also reserves the right to cancel or reissue the RFP at any time. Amendments or a notice of cancellation will be posted to the PVCSD's technology website. It is the sole responsibility of the proposer to monitor the PVCSD's technology website for the posting of such information.

1.11 CONTRACT AWARD AND EXECUTION

PVCSD reserves the right to make an award without further discussion of the proposal submitted. Therefore, the proposal should be initially submitted on the most favorable terms the vendors can offer. It is understood that the proposal will become a part of the official file on this matter without obligation to PVCSD. The general conditions and specifications of the RFP and the successful vendor's response, as amended by agreements between PVCSD and the vendor, will become part of the contract documents. Additionally, PVCSD will verify vendor representations that appear in the proposal. Failure of the vendor's products to meet the mandatory specifications may result in elimination of the vendor from competition or in contract cancellation or termination. The vendor selected as the apparently successful vendor will be expected to enter into a contract with PVCSD on terms similar to those presented in the copy of PVCSD standard Professional Services Agreement. If the selected vendor fails to sign and return the contract within ten (10) business days of delivery of the final contract, PVCSD may elect to cancel the award and award the contract to the next highest-ranked vendor. No cost chargeable to the proposed contract may be incurred before the vendor has received a fully executed contract.

1.12 PAYMENT TERMS AND CONDITIONS

The proposal must contain a fee schedule that includes line items for equipment, software, warranties, and installation.

1.13 PROJECT

The full proposal for this project (hardware and labor) should include:

- One solution for all entities within the PVCSD. Individual entity proposals will not be accepted.
- Consistency in proposed equipment and installation for all entities with the PVCSD. Proposals that outline different solutions for each entity will not be accepted.
- Delivery of each component to its designated secured location.
- Vendor to propose and coordinate configurations with PVCSD prior to installation, in order to provide a "turn-key" delivery. This includes, but not limited to, configuring (per PVCSD specification) equipment names, IP addresses, protocols, NTP servers, SNMP settings, etc...
- Install the specified network electronics equipment into provided wall mounted or free standing electronic equipment racks.
- Install the specified network connection components into new and existing network equipment.
- Install the specified wireless access points per PVCSD specifications.
- Fully install any required new Ethernet cable runs per PVCSD specifications.
- Perform power-on system and functionality tests.
- Perform and demonstrate a verification of network connectivity and functionality.
- Verify access to the Internet and to PVCSD resources.
- Provide appropriate training to PVCSD staff on configuration and maintenance of all installed networking equipment and wireless controllers.
- Ensure that all subscription licensing and equipment warranties are all properly registered and active.
- Provide proposed coverage map and post install verification of coverage.
- Provide documentation listing all equipment, part numbers, quantities, serial numbers, IP addressing, equipment naming, equipment credentials, and warranty details.

Vendor is to indicate the E-rate eligibility of each part.

Tax and shipping is to be included on all quotes.

1.14 WIRELESS NETWORKING EQUIPMENT:

Priority consideration will be given to vendors who present a wireless networking system that meets or comes closest to meeting the following requested feature set.

Cloud-based central management console

- 802.11ac Wave 2
- APs must have a minimum of two 2.4 and 5.0 GHz dual-band radios
- APs must have at least one Gigabit Ethernet port
- PoE capable
- Ability to support multiple SSIDs with the ability to schedule SSID broadcasting
- Guest access that can be isolated from other SSIDs
- Scalability
- Ability to manage APs in groups, by building or individually
- Ability to work with radius network and multiple VLANs
- Ability to manage through a cloud-based system
- 5 year licensing agreement

Pleasant Valley Community School District is comprised of seven different entities from an E-rate perspective; however, only one 470 application encompassing the entire District will be filed. The following breakdown indicates the wireless networking equipment being requested for each entity; however, project bids submitted do not need to be broken down in this manner. Only bids for the full equipment count will be accepted.

Site	Access Points (Meraki 42 or equivalent) Quantity*	Access Points (Meraki 52 or equivalent) Quantity*
Pleasant Valley High School	93	15
Pleasant Valley Junior High	5 (23 new runs - 18 reuse)	5
Bridgeview Elementary	29	3
Cody Elementary	15	3
Hopewell Elementary	48	2
Pleasant View Elementary	46	2
Riverdale Heights Elementary	39	3
Total	275	33

* see Figure 1 Building Floor Plans for PVCSD proposed AP placement. AP models may vary based upon placement.

1.15 CABLING:

The current cabling runs at each of the seven entities will remain. The current runs will need to be centered within the rooms as best they can given the current amount of additional cabling available. There are locations throughout each entities where new Ethernet cabling runs will need to be installed. If needed, additional patch panels in all locations must be supplied. Below is only the count for the number of new Ethernet cabling runs, vendor is responsible for accurate measurements in distance on all new cable runs to provide an accurate bid.

Each of the approximate repositioning of current access points to the center of room will not involve new cabling but rather utilization of existing cabling. The following breakdown indicates the wireless networking equipment being requested for each entity; however, project bids submitted do not need to be broken down in this manner. Only bids for the full equipment count will be accepted.

Site	New Runs (#)	Reposition to center of room (#)
Pleasant Valley High School	43	65
Pleasant Valley Junior High	23	30
Bridgeview Elementary	13	19
Cody Elementary	15	20
Hopewell Elementary	23	27
Pleasant View Elementary	24	24
Riverdale Heights Elementary	20	22
Total	161	207

1.16 CATEGORY 2 - PURCHASE OF INTERNAL BROADBAND EQUIPMENT:

This is a detail broken down by campus/E-rate entity; however, bids should be submitted for the collective totals shown (ie XXX APs, cabling, etc.)

	High School	Junior High	Bridgeview	Cody	Hopewell	Pleasant View	Riverdale Heights
RFP	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Service Type	Internal Connections	Internal Connections	Internal Connections	Internal Connections	Internal Connections	Internal Connections	Internal Connections
Function	WAP (Wireless Access Points)	WAP (Wireless Access Points)	WAP (Wireless Access Points)	WAP (Wireless Access Points)	WAP (Wireless Access Points)	WAP (Wireless Access Points)	WAP (Wireless Access Points)
Quantity	Model42 (or equivalent) - 93 Model52 (or equivalent) - 15	Model42 (or equivalent) - 18 Model52 (or equivalent) - 5	Model42 (or equivalent) - 29 Model52 (or equivalent) - 3	Model42 (or equivalent)- 15 Model52 (or equivalent) - 3	Model42 (or equivalent)- 48 Model52 (or equivalent) - 2	Model42 (or equivalent)- 46 Model52 (or equivalent) - 2	Model42 (or equivalent) - 39 Model52 (or equivalent) - 3
Manufacturer	Meraki or equivalent	Meraki or equivalent	Meraki or equivalent	Meraki or equivalent	Meraki or equivalent	Meraki or equivalent	Meraki or equivalent
Licensing	5 year	5 year	5 year	5 year	5 year	5 year	5 year
Installation, Activation, Initial Configuration	Yes	Yes	Yes	Yes	Yes	Yes	Yes

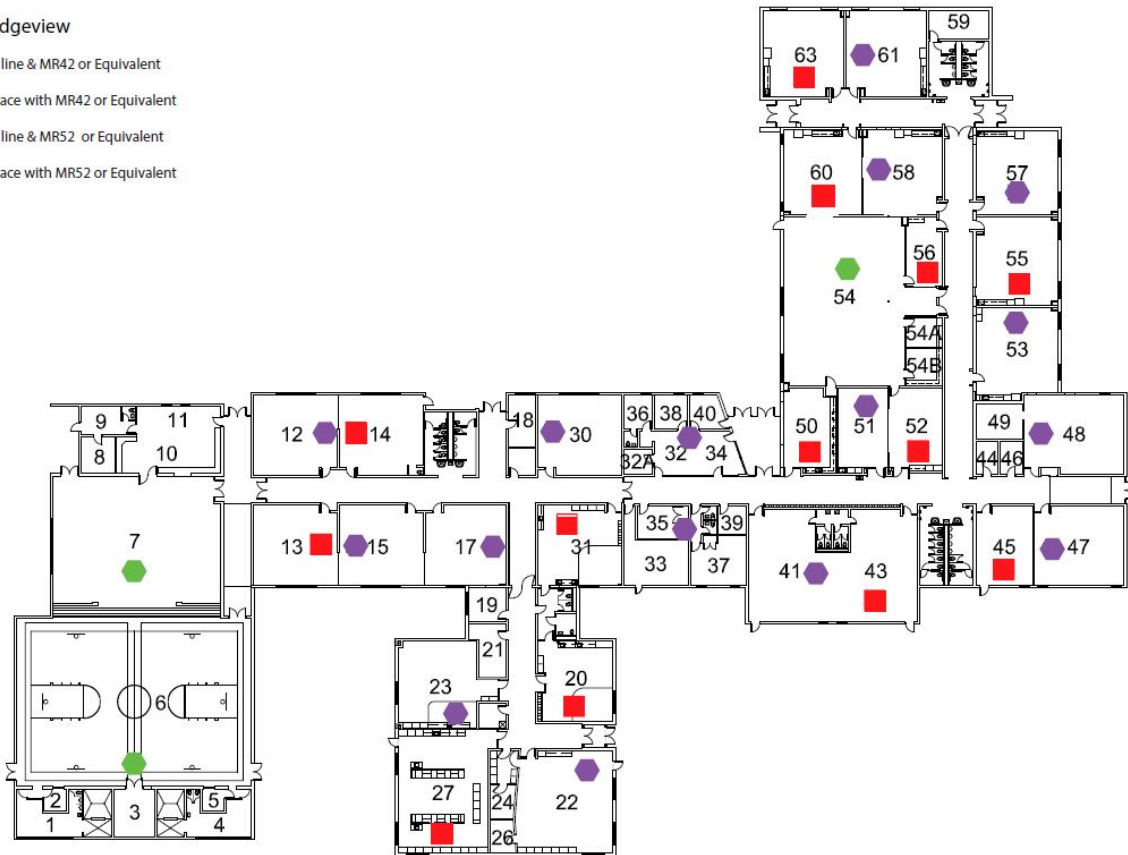
Service Type	Internal Connections	Internal Connections	Internal Connections	Internal Connections	Internal Connections	Internal Connections	Internal Connections
Function	Cabling	Cabling	Cabling	Cabling	Cabling	Cabling	Cabling
Quantity	New Run - 43 Reposition - 65	New Run - 23 Reposition - 30	New Run - 13 Reposition - 19	New Run - 15 Reposition - 20	New Run - 23 Reposition - 27	New Run - 24 Reposition - 24	New Run - 20 Reposition - 22
Manufacturer	No Preference	No Preference	No Preference	No Preference	No Preference	No Preference	No Preference
Installation, Activation, Initial Configuration	Yes	Yes	Yes	Yes	Yes	Yes	Yes
**Note:	Ethernet						

FIGURE 1: MAPS

Bridgeview Elementary School

Bridgeview

- Add line & MR42 or Equivalent
- Replace with MR42 or Equivalent
- Add line & MR52 or Equivalent
- Replace with MR52 or Equivalent



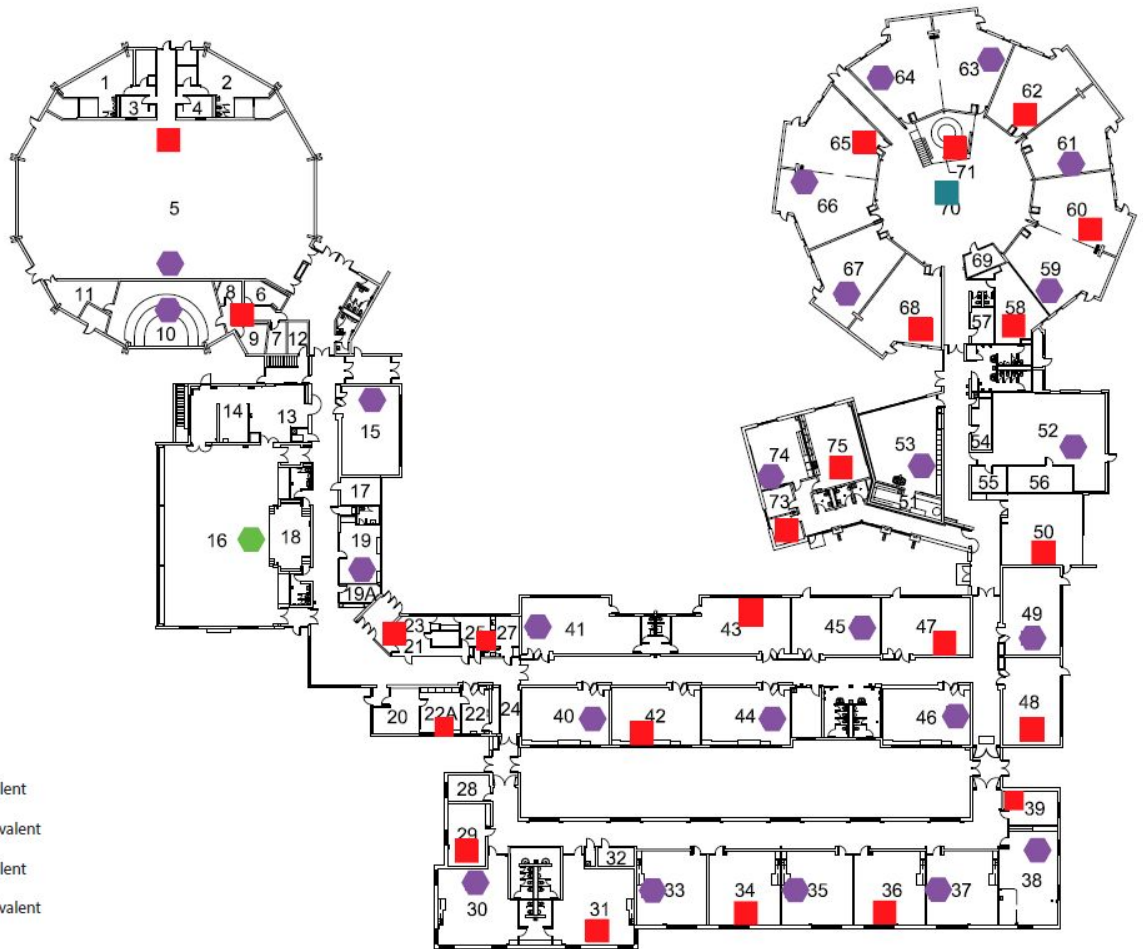
Cody Elementary School



Hopewell Elementary School







Pleasant View Elementary School



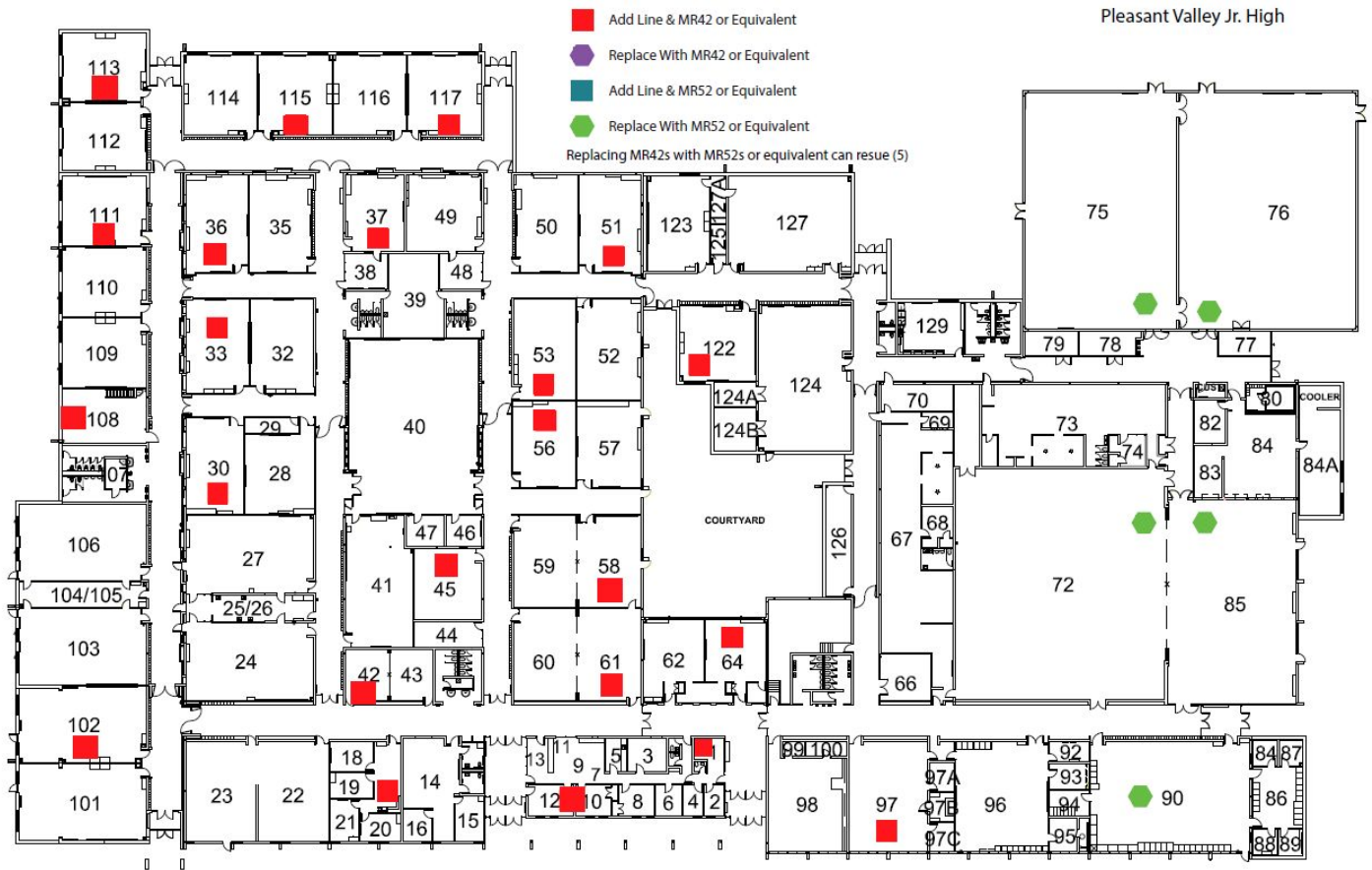
Riverdale Heights Elementary School

Riverdale Heights

-  Add Line & MR42 or Equivalent
-  Replace With MR42 or Equivalent
-  Add Line & MR52 or Equivalent
-  Replace With MR52 or Equivalent



Pleasant Valley Junior High School



Pleasant Valley High School First Floor





PVHS 1st Floor

- Add Line & MR42 or Equivalent
 - Replace With MR42 or Equivalent
 - Add Line & MR52 or Equivalent
 - Replace With MR52 or Equivalent
- 2 MR52s replace 2 MR42s



Pleasant Valley High School Second Floor

PVHS 2nd Floor

-  Add Line & MR42 or Equivalent
-  Replace With MR42 or Equivalent
-  Add Line & MR52 or Equivalent
-  Replace With MR52 or Equivalent

