

REQUEST FOR PROPOSAL (RFP)

Network Infrastructure Upgrade

School/Library Name: MSD Warren Township Schools

Issue Date: November 22, 2018

470 #: 190005633

The purpose of this Request for Proposal (RFP) is to solicit sealed proposals to establish a contract through fair and competitive negotiations for Network Infrastructure upgrades.

The goods and services requested in these documents are part of the E-Rate filings for Funding Year 2019 for MSD Warren Township Schools.

Further information can be found at the USAC Website <http://www.usac.org/sl/>.

- The vendor must provide their E-Rate **Service Provider Identification Number (SPIN)** number on 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, MSD Warren Township Schools reserves the right to modify the scope of the project or cancel the project.
- 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 Internal Broadband Services.

BACKGROUND

- ❑ MSD Warren Township Schools is planning the upgrade of Access Points for two locations:
 - **Raymond Park Middle School - 8575 E. Raymond Street Indianapolis, IN 46239**
 - **Raymond Park Intermediate Academy - 8575 E. Raymond Street Indianapolis, IN 46239**
- ❑
- ❑ MSD Warren Township Schools is planning the upgrade of UPS for six locations:
 - **Liberty Park Elementary School - 8425 East Raymond Street Indianapolis, IN 46239**
 - **Stonybrook Middle School – 11300 Stonybrook Drive Indianapolis, IN 46229**
 - **Pleasant Run Elementary - 1800 North Franklin Road Indianapolis, IN 46219**
 - **Lowell Elementary - 2150 Hunter Road Indianapolis, IN 46239**
 - **Lakeside Elementary - 9601 East 21st Street Indianapolis, IN 46229**
 - **Brookview Elementary - 1550 North Cumberland Road Indianapolis, IN 46229**
- ❑

SITE VISITS

- ❑ MSD Warren Township Schools will be performing all equipment installations so a site visit will not be necessary. Any questions may be submitted to Edward Sasser, Asst. Dir. of Infrastructure and Support, through email at esasser@warren.k12.in.us. Answers to questions may be shared with other vendors, if necessary, to provide clarification to the RFP process.
- ❑ This project will not be implemented until an E-rate Funding Commitment is received.

DUE DATE

Proposals will be received in the MSD Warren Townships Administration Building at the following address, 975 N Post Rd., Indianapolis, IN 46219 until 2 o'clock (2:00 p.m.) EST Monday, January 7th, 2019. An electronic copy of the proposal should also be sent to Edward Sasser at esasser@warren.k12.in.us. Proposals will be opened and publicly read at the hour of two o'clock at the MSD Warren Township Schools Administration Building.

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.**

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.

MSD Warren Township Schools reserves the right to adjust quantities prior to purchasing to meet the needs of the corporation, 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 below. 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.

Raymond Park Middle School

Function	Part Number	Description	Quantity
Access Point	MR52-HW	Meraki cloud managed MR52 4x4 AP	18
License	LIC-ENT-7YR	7yr license for access point	18

Raymond Park Intermediate Academy

Function	Part Number	Description	Quantity
Access Point	MR52-HW	Meraki cloud managed MR52 4x4 AP	87
License	LIC-ENT-7YR	7yr license for access point	87

Liberty Park Elementary

Function	Part Number	Description	Quantity
UPS	5PX2200RTN	Eaton UPS 2200VA with network card	2
UPS	5PXEMB48RTUS	Eaton Extended Battery Module	3

Stonybrook Middle School

Function	Part Number	Description	Quantity
UPS	5PX2200RTN	Eaton UPS 2200VA with network card	2
UPS	5PXEMB48RTUS	Eaton Extended Battery Module	3

Pleasant Run Elementary

Function	Part Number	Description	Quantity
UPS	5PX2200RTN	Eaton UPS 2200VA with network card	3
UPS	5PXEMB48RTUS	Eaton Extended Battery Module	3

Lowell Elementary

Function	Part Number	Description	Quantity
UPS	5PX2200RTN	Eaton UPS 2200VA with network card	2
UPS	5PXEMB48RTUS	Eaton Extended Battery Module	2

Lakeside Elementary

Function	Part Number	Description	Quantity
UPS	5PX2200RTN	Eaton UPS 2200VA with network card	1
UPS	5PXEMB48RTUS	Eaton Extended Battery Module	2

Brookview Elementary

Function	Part Number	Description	Quantity
UPS	5PX2200RTN	Eaton UPS 2200VA with network card	2
UPS	5PXEMB48RTUS	Eaton Extended Battery Module	3

PRICING

- ☐ Proposal MUST separate E-Rate eligible and E-Rate ineligible products/services by line item. **The vendor is responsible to clearly indicate all ineligible costs by line item for all services and equipment associated with this RFP.**
- ☐ Any ongoing subscription pricing must be listed separate.
- ☐ Licenses, software, and basic maintenance for the adequate performance of eligible components should be included in 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.
- ☐ While price will be the most heavily weighted factor in our evaluation of the bids, the School Corporation reserves the right to award the proposal to the best-qualified vendor.

REFERENCES

The vendor must include a list of at least three (3) clients for whom the vendor has provided products and/or services within the last 3 years that are the same or similar to those products and/or services requested in this RFP. Information provided should include the name, address, and telephone number of the client facility and the name, title, email and phone/fax numbers of a person who may be contacted for further information. In addition, a brief description of services rendered for the reference should be included.

EVALUATION CRITERIA

Criteria	Points
Cost	30 points
Adequacy of the responses to this RFP	20 points
Satisfactory previous business/working relationship with the provider	20 points
The level of service/support/maintenance provided in the proposed service without additional cost	15 points
References from three other schools supporting satisfactory performance of the service from the vendor	10 points
Local or in-state vendor	5 points
Total:	100 points

TIMELINE

- ☐ Bids Due: January 7th, 2017 by 2:00pm EST.
- ☐ Anticipated selection of vendor January 11th, 2018

POINT OF CONTACT

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

Edward Sasser, Asst. Dir. of Technology Infrastructure and Support
975 N. Post Rd
Indianapolis, IN 46219
esasser@warren.k12.in.u

