

Calipatria Unified School District
E-Rate 2012-2013
RFP Requirements

To: Vendors

From: David Gupton
Technology
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Re: 470# 827670000983747

Award of this proposal is contingent upon the approval of 100% funding from the Schools and Libraries Universal Service Administrative Company. The successful bidder agrees to bill and receive a portion of the payment for the provisions of goods and services described herein directly from the Universal Service Administrative Company ("USAC"), and/or the Schools and Libraries Division ("SLD"). Calipatria Unified School District (CUSD) and the successful bidder will act in a reasonable manner and comply with any Schools and Libraries Universal Service Fund Program requirements.

Contract will take effect on July 1, 2012, and continue through June 30, 2013. Should an extension be permitted by the Schools and Libraries Service Administrative Company the contract will be extended accordingly.

Proposals must be received by 12:00 PM local time (PST) on January 20th, 2012 by e-mail or USPS only to the following address:

erate@calipat.com
Attn: David Gupton
501 W. Main Street
Calipatria, CA 92233

1. Proposals received after the exact time and date noted will NOT be considered for the bid process.
2. CUSD will not be responsible for any proposal that:
 - Does not indicate the Request for Proposal reference, closing date and proponent's name;
 - Is sent to any e-mail address other than that provided above.
3. Proponents may not amend their proposal after the closing date and time, unless as a result of negotiations commenced by CUSD, but may withdraw their proposal at anytime.
4. E-mail transmitted proposals will be accepted under the following conditions:
 - the proposal is received before the submission deadline at the e-mail address stated;
 - CUSD will not accept liability for any claim, demand or other actions for any reason should the e-mail transmission be interrupted, not received in its entirety, received after stated closing time and date, received by any other e-mail system other than that stated herein, or for any other reasons.

5. All questions or inquiries concerning this Request for Proposals must be submitted to the e-mail address provided above no later than two (2) business days prior to the proposal deadline. Verbal responses to any enquiry cannot be relied upon and are not binding on either party.
6. If a contract is to be awarded as a result of this Request for Proposals, it shall be awarded to the proponent who is responsible and whose proposal provides the best potential value to CUSD. Responsible means the capability in all respects to perform fully the contract requirements and the integrity and reliability to assure performance of the contract obligations.
7. Notice in writing to a proponent and the subsequent execution of a written agreement shall constitute the making of a contract. No proponent shall acquire any legal or equitable rights or privileges whatever until the contract is signed.
8. The contract will contain the relevant provisions of this Request for Proposals and of the successful proposal, as well as such other terms as may be mutually agreed upon, whether arising from the proposal or as a result of any negotiations prior or subsequent thereto.
9. In the event of any inconsistency between this Request for Proposal, and the ensuing contract, the contract shall govern.
10. CUSD has the right to cancel this Request for Proposals at any time and to reissue it for any reason whatsoever without incurring any liability and no proponent will have any claim against CUSD as a consequence.
11. Any amendments made by CUSD to the Request for Proposals will be issued in writing and sent to all that have received the documents.
12. CUSD is not liable for any costs of preparation or presentation of proposals.
13. An evaluation committee will review each proposal. CUSD reserves the exclusive right to determine the qualitative aspects of all proposals relative to the evaluation criteria.
14. The proposal and accompanying documentation submitted by the proponents are the property of CUSD and will not be returned.
15. Vendor must notify CUSD of any specific portions of proposals considered confidential. CUSD will take reasonable efforts to protect the confidentiality of such material but makes no guarantees that such material may be protected. Entire proposals designated as confidential may be rejected.
16. Vendor proposal in response to this RFP will be incorporated into the final agreement between CUSD and the selected vendor. The submitted proposal at a minimum should include the following sections:
 - Services Rendered, project schedule and scope of work
 - Itemized Pricing and Total Sheet Summary
 - Exclusions
 - CUSD and Vendor Responsibilities
 - Fees, Payments and applicable Trade-in credits
 - Legal Terms and Conditions.
17. Vendors must include references for projects of similar size and scope that have been completed within the past two years. These references must be schools, school district or a County Office of Education and contain the following:
 - Job Location
 - Contact name and telephone numbers

- Dates of contract
- Project description
- Equipment installed

18. Important: Some equipment may contain components that are ineligible for funding by the Schools and Libraries division of the E-rate program. Vendors shall provide in the proposal a cost breakdown of these ineligible components and determine e-rate and non-e-rate eligible items.
19. Please contact CUSD via e-mail to arrange site visit.
20. All services must be provided solely by a single vendor
21. Vendor must guarantee all solutions are 100% compatible with our existing network/communication systems/endpoints.
22. Vendor is responsible for the installation, integration and configuration of all components into our existing network structure.

General

All solutions require certification by respective product manufacturer (i.e. Cisco solution requires the vendor must be a Cisco Gold Partner and appropriate product certification by Cisco) or equivalent.

All vendors must have a valid contractor's license as required by the state of California and proof of insurance with a minimum of \$1,000,000 liability insurance.

Purpose of RFP

To solicit from qualified service providers the replacement and addition of internal connections equipment for the Calipatria Unified School District. The scope of the projects will be as follows:

Wireless Project Scope

Current hardware		
1	AIR-WLC-4402-25-K9	Cisco Wireless LAN Controller 4400 series
25	AIR-LAP1131AG-A-K9	Cisco Access Point
1	ASA5520	Cisco Firewall
1	WS-4507R	Cisco 4500 series E-Chassis switch
3	WS-C3750G-12S-S	Cisco 37xx series Fiber switch

New Equipment Needed

Quantity	Description	Site
1	Wireless Controller for Wireless Access points	District Wide
N/A	Access points to ensure proper coverage (indoor & outdoor)	District Wide

Component Upgrades

Quantity	Description	Site
1	Cisco ASA 5500 Series 4-port Gigabit fiber module or equivalent	District MDF
1	Cisco Catalyst 4500 E-Series 12-port 10GbE module or equivalent	District MDF
3	Catalyst 37xx series switch 10gb fiber modules or equivalent	Various sites

*Multi-mode Fiber

Minimum Technical Requirements

Equipment included in the proposals need to meet the following minimum requirements:

- ✓ Inter-operable with existing Cisco equipment
- ✓ Centralized management of Access Points
- ✓ POE ready
- ✓ Interoperable with existing Access Points
- ✓ Access Point features
 - MIMO
 - Beamforming
 - Radio Resource Management
 - Clean Air detection/identification/management
 - A/B/G/N compatibility
 - Indoor & outdoor coverage

Detailed Project Scope

The purpose of this wireless project is to expand on the existing wireless network, which includes a Cisco 4400 series Wireless Controller with 25 access points all located indoors. The selected vendor will be required to move and setup the existing controller to another site (Grace Smith School in Niland) along with approximately 12 of the access points. Setup, installation and the configuration of the new wireless controller is required; as well as integration of the remaining access points into the new configuration. Any new network drops will be required to be done by the selected vendor. A site survey will be required in order to provide proper coverage will be spread throughout buildings and outdoor access.

Quotes must include line item pricing detail on all material hardware and software required. Include a line item for Sales Tax, all necessary installation labor. Basic maintenance (8x5xNBD) should be listed as a separate item.

Documentation

Vendor shall submit to the CUSD the following documents within 30 days of installation.

These documents need to be in electronic format as well as bounded paper copy.

- End user guides
- System documentation
- Detailed inventory list of all equipment installed
- Full technical specifications and as-built documentation
 - Router and switch configurations
 - IP addresses list and usage
 - Network diagrams
- Other related documentation to the project

Vendor proposal in response to this RFP will be incorporated into the final agreement between CUSD and the selected vendor. The submitted proposal at a minimum should include the following sections:

- Cost should be reflected in a monthly billing cycle.
- Exclusions
- CUSD and Vendor
- Fees and Payments
- Legal Terms and Conditions

Evaluation Factors for Award

Any award to be made pursuant to this RFP will be based upon the proposal with appropriate consideration given to operational, technical, cost and management requirements. Evaluations of offers will be based upon the vendor's responsiveness to the RFP and the total price quoted for all the items covered by the RFP. The following elements will be the primary considerations in evaluating all submitted proposals and in the selection of a Vendor:

1. Vendor's cost, including unit prices, labor rates, travel/trip charges, etc. (40%)
2. Proposal preparation, thoroughness and responsiveness to this request for proposal. (10%)
3. Vendor's experience, overall installation, integration and maintenance capabilities based upon performance record and availability of sufficient high quality vendor personnel with the required skills and experience for the specific approach. (20%)
4. Client references and/or citations from prior installations where equal services have been provided for projects of similar size and scope. (15%)
5. The extent to which the vendor's proposed solution fulfills CUSD's stated requirements as set out in this RFP. (15%)

CUSD may, at their discretion and without explanation to the prospective vendor's, at any time chose to discontinue this RFP without obligation to such prospective vendors.