



Cartersville School System

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ASSISTANT SUPERINTENDENT

REQUEST FOR PROPOSAL

March 8, 2021

Dear Sir or Madam:

The Cartersville School System invites you to submit a proposal on the following items.

Cartersville School System Core Network Upgrade

Return your sealed pricing bid clearly marked on the outside of the envelope or package to:

Cartersville School System
RFP # 9408-0308-140 ENCLOSED
P.O. Box 3310, 15 Nelson Street
Cartersville, Georgia 30120

no later than 2:00 p.m., Tuesday, April 13, 2021.

The Cartersville School Board reserves the right to accept and/or reject any and all bids.

We invite your participation.

Respectfully,


Richard Dyke
Chief Financial Officer

Enclosures

PROPOSAL FORM

Please include this cover sheet as (page 1) of your proposal

Cartersville School System
P.O. Box 3310
15 Nelson Street
Cartersville, Georgia 30120

We have carefully examined and fully understand the Instructions to Bidders and other documents found in the specifications as prepared by you.

We propose to enter into a contract to furnish the materials and deliver services as specified at the price listed below. We also assure you that a company representative will be readily available to assist in reviewing the materials and services.

Cartersville School System Core Network Upgrade

\$ _____

Name of Company

Signature of Company Representative Authorized to Submit this Proposal

Printed Name of Representative

Business Address/ Street, City, State, Zip Code

Phone Number

Fax Number

Email

Office use only



Request for Proposal Cartersville School System Core Network Upgrade

March 8, 2021

Prepared by:

Cartersville School System Technology Department

310 Old Mill Road

PO Box 3310

Cartersville, GA 30120

INSTRUCTION TO BIDDERS

1. Proposals are due no later than 2:00 pm, Tuesday, April 13, 2021, and shall be opened publicly at that time. Each submittal must include two hard copies. **We will be closed for Spring Break April 5, 2021-April 9, 2021. Please plan your submission accordingly.**
2. **Proposals must be submitted on the forms enclosed.** Bidders must attach specification sheet of prices/labor that also include warranty information. Include an approximate timeline for completion of the project. We will be working around Summer School. Bidders may enclose other appropriate information.
3. Proposals must meet the requirements relating to all Georgia Department of Education guidelines.
4. Payment will be made within 30 days of the completion of project.
5. Contractor must provide 2 references of comparable jobs.
6. Contractor must provide a copy of Certificate of Liability Insurance, E-Verification number, Workers Compensation Insurance and a W-9 form.
7. Further information regarding the RFP can be obtained by email only.
8. A walk through will be required for this RFP submission. We will be scheduling individual walk throughs. If you are planning on submitting proposal to this RFP, please send an email by Tuesday, March 16, 2021 to schedule your appointment. Any questions that arise will be sent out with answers in a group email.

Kristy Hovers
Director of Technology
Cartersville School System
khovers@cartersvilleschools.org

David Hutcheson
Network Administrator
Cartersville School System
dhutch@cartersvilleschools.org

OVERVIEW OF PROJECT

The Cartersville School System is seeking qualified bids from qualified organizations to upgrade its existing core network switching and installation.

- Cartersville School System consists of four (4) schools, one PreK Center (1) and three (3) support/office facilities.
- One MDF data closet per location will be receiving upgrades
- Extreme Switching brand is preferred, include specification sheets for equipment if alternate brand is proposed.
- Vendor may include features/options with proposal but must not be a part of original pricing.

SPECIFICATIONS

5520-48W	ExtremeSwitching 5520 48 10/100/1000BASET FDX/HDX 802.3bt 90W PoE 2 Stacking/QSFP28 1 Unpopulated VIM Slot MACsec Capable includes 3 Fan Modules 2 Unpopulated Modular PSU Slots (Includes 1 Year XIQ Pi	43
97000-5520-48W	EW Software & TAC - 5520-48W This Term: 365 Days	43
97304-5520-48W	EW EDU NBD Part Only - 5520-48W This Term: 365 Days	43
10941	1100 Watt AC PoE Power Supply Module for Summit X460-G2 & X450-G2 Series Switches with Front-to-Back Airflow	82
10099	Power Cord 15A USA NEMA 5-15 C15	102
5520-24X	ExtremeSwitching 5520 24 1Gb/10Gb SFP+ Ports 2 Stacking/QSFP28 1 Unpo5520-24Tn Modules 2 Unpopulated Modular PSU Slots (Includes 1 Year XIQ Pilot Cloud Subscription)	9
97000-5520-24X	EW Software & TAC - 5520-24X This Term: 365 Days	9
97304-5520-24X	EW EDU NBD Part Only - 5520-24X This Term: 365 Days	9
10953	350W AC Power Supply Module - Front to Back Airflow	18
10951	715W AC Power Supply Module - Front to Back Airflow	2
10312	40 Gigabit Ethernet QSFP Plus Passive Copper Cable Assembly 1m Length	36
10313	40 Gigabit Ethernet QSFP Plus Passive Copper Cable Assembly 3m Length	1

10302	10 Gigabit Ethernet SFP+ Module 1310nm SMF 10km Link LC Connector	96
5520-VIM-4X	5520 Versatile Interface Module with 4 x 10Gb SFP+ Ports	32
97000-5520-VIM-4X	EW Software & TAC - 5520-VIM-4X This Term: 365 Days	32
97304-5520-VIM-4X	EW EDU NBD Part Only - 5520-VIM-4X This Term: 365 Days	32
10311	0.5m QSFP Plus Passive Copper Cable	13

VENDOR REQUIREMENTS

Vendor must be certified partner reseller of equipment brand that is being proposed. Vendor must possess certification of brand for network installation. Vendor must include two references as per instructions of similar projects and installations that have been completed.

EVALUATION PROCESS

The evaluators will consider how well the vendor has proposed solution meets the needs of the Cartersville School System as described in the vendor’s response to items listed in the technical requirement section of this RFP. It is important that the responses be clear, concise and complete so that the evaluators can adequately understand all aspects of the proposal. This evaluation process is intended to help the Cartersville School System select the right vendor with the best combination of professional attributes, experience, product attributes, and price.

This RFP provides general and technical information to be used to guide you in crafting your proposal. Your submitted responses will be the primary source of information used for the system evaluation and selection. Please include all required and appropriate information with your proposal.

At the completion of the RFP process, the Cartersville School System will determine the viability of moving forward and complete negotiations with the chosen vendor to provide equipment and services, representing, but not limited to, solutions that best meet the need of the Cartersville School System’s criteria in cost, product design and management capability, and vendor prior experience and references.

Factors	Total Points Available
Cost of Eligible Goods & Services	25
Availability/Current Equipment	20
Local Preference	20
Experience	20
Past Performance/References	15

COMMITMENTS

All quotes should be submitted initially on the most complete basis and with the most favorable financial terms available. The selected vendor's proposal may, at the Cartersville School System's option, be made part of the final purchase contract. All representations in the vendor's proposal may be considered commitments to supply the system as described. Vendors may submit more than one proposal in response to this RFP. However, each proposal must be a separate, complete package, which can be considered independently of any other proposals from the same vendor.

CONTRACT AWARD AND EXECUTION

The Cartersville School System 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 vendor can offer. It is understood that the proposal will become a part of the official file on this matter without obligation to the Cartersville School System. The general conditions and specifications of the RFP and the successful vendor's response, as amended by agreements between the Cartersville School System and the vendor, will become part of the contract documents. Additionally, the Cartersville School System 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. If selected vendor fails to sign and return the contract within the required stated timeframe, the Cartersville School System may elect to cancel the award and award the contract to the next best vendor. No cost chargeable to the proposed contract may be incurred before the vendor has received a fully executed contract.

COMPENSATION

No payment of any kind will be provided to the submitting vendor, or parties they represent, for obtaining any of the information solicited. Procurement of all equipment and services will be in accordance with subsequent contractual action.

PAYMENT TERMS AND CONDITIONS

The proposal must contain a fee schedule that includes payment terms and conditions, and line items for equipment, software, support/maintenance subscriptions, and warranties. Payment terms will be Net 30 days after installation and invoice.

ALTERNATIVE SPECIFICATIONS

Specifications must be attached if proposal is based on specifications different than specified by the school system. The Board of Education will determine if the item proposed is equal or comparable.

RFP ATTACHMENTS AND SUBMISSION

- Proposals must be submitted with the proposal form enclosed.
- Bidders may attach other appropriate information to best evaluate the proposal.
- Bidder must submit a copy of Certificate of Insurance with bid including workers compensation. Vendor's full compliance with all applicable federal and state security and immigration laws, including without limitation the Georgia Security and Immigration Compliance act as amended, O.C.G.A. 13-10-90, O.C.G.A. 13-10-91 and Georgia Department of Labor Rule 300-10-1, et. seg. is a condition to the quote and contract. Vendor must affirm compliance by completing and returning the Georgia Security and Immigration Compliance Documents with Vendor's quote.

- Vendor must submit (2) hard copies of the proposal, sealed and in its entirety, to the Cartersville School System delegate at the address below no later than 2:00 PM, April 13, 2021.

Cartersville School System
RFP # 9408-0308-140 ENCLOSED
P.O. Box 3310, 15 Nelson Street
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Failure to meet above **“RFP ATTACHMENTS AND SUBMISSION”** requirements stipulated as **“must”** will result in disqualification of the proposal