

Nuview Union School District

Request for Proposals

2015 E-Rate

Proposals are due at 10:00am on February 27, 2015

ATTENTION ALL BIDDERS

There is a MANDATORY bidders conference at the Nuview District Office, 29780 Lakeview Ave, Nuevo CA 92567. The conference will begin promptly at 2:00pm on February 6, 2015.

Proposals will ONLY be accepted from Vendors in attendance at the bidder's conference.

E-Rate Contingency

The services identified in this Request for Proposal (RFP) are contingent upon e-rate funding. Nuvview Union Elementary School District (District) may, in its sole discretion, abandon any work for which there is either no e-rate approval or District allocation of matching funds. If this occurs before any notice to proceed or delivery of services, the District will not be liable for any costs related to this RFP. Should cancellation occur after services begin, the District will be responsible only for services that were actually received.

E-Rate Vendor Requirement

Only proposals from vendors who were eligible to participate in the e-rate program at the time that the District posted its Form 470 for these services will be considered.

E-Rate Ineligible Items

If any items that are ineligible for e-rate are required to provide the services in this RFP, they must be listed separately. Do not combine e-rate eligible and e-rate ineligible items.

E-Rate Cost-Allocated Eligible Items

If any items that are partially ineligible for e-rate are required to provide the services in this RFP, they must be listed as such along with the proper cost-allocation calculations.

Background

The Nuvview Union School District operates two K-6 schools, one 7xc-8 middle school and one charter high school. Nuvview District offers comprehensive Language Arts, History/Social Science, Manipulative Mathematics, Hands-On Science, Visual Arts and Music, and Physical Education programs. There are also innovative programs in the District, such as interactive weather observation program connected through the Internet with NASA. In addition, the District has a strong multimedia technology program, a GATE program, Early Childhood Development Program, and an Adult Literacy Program. The District also offers programs in special education, bilingual education, technology, and federal and state categorical programs.

Types of Services Sought

The District is seeking services that may fall under Category Two: Internal Connections and Managed Broadband Services as defined by the e-rate program. Detailed specifications follow. Nuvview is seeking a turnkey system and any service provider responding must be prepared to deliver all services listed in this RFP. Partial responses will not be considered.

General Requirements

All proposals must be received no later than **10:00am on February 27, 2015**

Submit sealed bids to:

Nuvview Union School District
Attention: Janet Crabtree
29780 Lakeview Ave
Nuevo, CA 92567

All questions must be submitted in writing no later than 5:00pm on February 20, 2015. A summary of all questions and answers will be sent to all known bidders and posted on the District website.

The District reserves the right to reject all proposals for any and all service categories.

Service provider responses to this RFP must be complete per instructions within this RFP. A response may be rejected if it is incomplete or, if in the opinion of the District it is intentionally misleading.

The service provider bears all costs associated with the preparation of the RFP response. The District will not pay for any costs associated with any service provider's preparation of a response to this RFP.

District reserves the right to amend, clarify and/or cancel this RFP. Notice of these changes will be sent to all known bidders and posted on the District website.

The service provider will self-certify that, (1) that they are an equal opportunity employer, (2) that they have not offered any gratuities to any District employees with intention to secure favorable treatment with respect to this RFP, (3) that they do not have an interest in any other organization that would conflict with their obligations to deliver services under this RFP.

The service provider agrees to comply with the Fair Labor Standards Act, Equal Opportunity Employment Act, and all other State and Federal statutes applicable to the delivery of services under this RFP.

A service provider must be registered as a Public Works Contractor with the California Department of Industrial Relations before the date that this bid is due. Bids from unregistered service providers will not be accepted.

The service provider, without cost to the District, shall indemnify, defend and pay all damages, costs, expenses, including attorney fees and otherwise hold harmless the

District, its employees and representatives from any liability of any kind with regard to delivery of the services delivered as a result of an award under this RFP.

Responses to this RFP become the property of the District and, unless exempted by law, are considered public records. Furthermore all designs, drawings, notes and other work products resulting from this RFP are the sole property of the District and may be used for any purpose without further compensation to the service provider.

Any and all service provider employees who might have contact with students must comply with California Department of Justice fingerprint clearance law.

Project Overview

This project is for services delivered at:

1. Nuvview Elementary School, 29680 Lakeview Ave, Nuevo, CA 92567
2. Valley View Elementary School, 21220 Maurice St, Nuevo, CA 92567

The type of services requested is for the purchase and installation of:

1. LAN switching equipment
2. Wireless Access Points (WAPs)
3. Category 6 network cables to connect each WAP to the closest MDF/IDF
4. Single mode fiber connections between MDF and each IDF at both sites

Complete System

The District expects that the selected service provider will supply all equipment, materials, and labor necessary to provide a working system per the specifications and to the satisfaction of the District.

Use of manufacturer names and product model numbers

The use of manufacturer names and model numbers in this RFP are for the convenience of establishing functionality only. The District will accept and consider alternate manufacturers and models with the same functionality. Service provider should clearly indicate that they are proposing alternate manufacturers and models and provide a cross reference from the item identified in this RFP and the equivalent item that is being proposed.

After hours work

The equipment will be installed within elementary schools where children are present and classes are being taught. The service provider should be prepared to perform any work that may interfere with classroom instruction (e.g. installing a WAP within a classroom) during times when students are not in school. This could mean that the majority of the work requested under this RFP will be performed during school holidays, evening hours, and/or on weekends. The District will not pay additional fees for work performed after hours or on weekends and the service provider should consider this when making their proposal.

Detailed Project Requirements

Local Area Network Switches

This request is for 1 core switch plus 12 48-port switches at Nuvview Elementary School and 1 core switch and 9 48-port switches at Valley View School. The specific location for installation of switches at each site will be identified during the job walk. There may exist old switches that must be removed to make room for the new switches. If there are, the service provider will be responsible for removing old switches and restoring network

connections from the old switches to the new switches. All removed switches will be delivered to the Nuvview Union Elementary School District Office. The District will not pay additional cost for removal or transportation of existing switches beyond the cost identified in the service provider's proposal.

Nuvview Union Elementary School District will identify the configuration requirements for each LAN switch prior to installation. The service provider will be responsible for applying the configurations and supplying Nuvview Union Elementary School District with documentation to substantiate that the proper configuration is completed. The service provider will also supply a map showing where each switch connects. If the connection is to a new or existing patch panel within the same IDF/MDF as the switch, simply identifying the patch panel and port number is sufficient. Should the port terminate any other location without passing through a patch panel within the IDF/MDF, the service provider will identify the ultimate connection point.

All switches will support POE+ on all copper ports. The Core switch will be HP 5406R zl2 or equivalent and all other switches will be HP 2920.

The service provider will be responsible for ensuring that the new switches function properly within the existing network infrastructure at each school site.

Wireless Access Points

This request is for 43 WAPs at Nuvview Elementary School and 40 WAPs at Valley View School. The specific location for installation of WAPs at each site will be identified during the job walk. There may exist old WAPs that must be removed to make room for the new WAP. If there are, the service provider will be responsible for removing old WAPs and restoring WiFi connectivity with the new WAP. All removed WAPs will be delivered to the Nuvview Union Elementary School District Office. The District will not pay additional cost for removal or transportation of existing WAPs beyond the cost identified in the service provider's proposal.

Nuvview Union Elementary School District will identify the configuration requirements for each WAP prior to installation. The service provider will be responsible for applying the configurations and supplying Nuvview Union Elementary School District with documentation to substantiate that the proper configuration is completed. The service provider will also supply a heat map for each WAP installed.

All WAPs will be Aruba instant IAP-225 802.11n/ac must controller or controller-less solution and fully integrate with an existing Aruba 3200/3400 controller environment.

The service provider will be responsible for ensuring that the new WAPs function properly within the existing network infrastructure at each school site.

General Cabling (Cat 6 and Fiber cable) installation requirements

The service provider should expect that the existing infrastructure such as conduits and pathways exists and are usable. Any deviations from this will be identified during the job walk and documented in an addendum following the job walk.

The District will ensure that adequate electrical capacity exists for all equipment installed along with adequate rack space and patch panels for terminations within the IDF/MDF. All exceptions will be noted during the job walk and documented in the addendum to be published after the job walk.

NO ROOF PENETRATIONS ARE ALLOWED**Specific Cabling Requirements**

- All work completed must fully comply with all State, County Fire and Building codes and materials manufacturers recommendations
- All cables will be Berk-Tek/Ortronics or district-approved functional equivalent materials
- All cables will be labeled at each end.
- All cables within buildings will be plenum rated and all cables between buildings will be outdoor rated and within conduit
- All Cat 6 cables will be terminated on a Cat 6 patch panel within the IDF/MDF and on a biscuit at the WAP end. The requirements for additional Cat 6 patch panels will be identified during the job walk and published in the post job walk addendum
- All cables will be fully supported for their entire length using manufacturer recommended support mechanism
- All connections will be labeled and a legend provided to the District
- All fiber between buildings will be 6 strand 10 Gigabit rated and installed in 1" innerduct
- All strands will be terminated on rack mounted fiber patch panel with LC single mode connectors
- All cables (Cat 6 and Fiber) will be tested using standard testing devices and measurements and the results provided to the District
- Service provider will provide complete as built drawings showing station number, cable label and patch panel location
- Firsestop will be used where ever needed

There will be 86 cat 6 cables and 11 fiber cables at Nuvview Elementary School

There will be 80 cat 6 cables and 8 fiber cables at Valley View Elementary School

How to Respond

General Requirements

1. Proposals must be received by **10:00am on February 27, 2015**.
2. All proposals must be printed or written legibly in ink with no corrections or erasures.
3. All proposals must be delivered in a sealed envelope.
4. Each Service Provider must complete the Vendor Information Page. Responses without this page will be considered incomplete and may disqualify the respondent from further consideration.
5. Only California Public Works Contractor proposals will be considered. Information about this can be obtained from <http://www.dir.ca.gov/Public-Works/PublicWorks.html>
6. Proposals will not be considered from Service Providers unless they are in good debt collection status with the FCC and provide evidence of their FCC “Green Light” status as of the date that their proposal is submitted. Information about this status can be obtained from http://www.fcc.gov/debt_collection/welcome.html.
7. Each proposal must include an executed Vendor self-certification form. Failure to include this can exclude the Service Provider’s response from further consideration.
8. Each proposal must include an executed Affidavit of non-collusion. Failure to include this can exclude the Service Provider’s response from further consideration.

Service Provider Selection Matrix

Nuview will use the following selection matrix

Cost of Eligible Goods and Service	25
Cost of Ineligible Goods and Services	20
Experience and Service History	20
Understanding District Needs	20
Service Location	15
Total	100

Vendor Information Page

**NUVIEW SCHOOL DISTRICT
2015 E-RATE VENDOR RESPONSE FORM**

You may attach any additional information that you wish but completion of this form is required.

Company Name: _____ **SPIN:** _____

Address: _____

City: _____ **State:** _____ **ZIP:** _____

Contact Name _____ **Telephone** _____

E-Mail _____ **FAX** _____

California Contractors License Types and Number(s):

Public Works Contractor Registration Number: _____

The respondent is aware that Nuview Union School District is applying for support for the goods and services which this response references under the E-Rate Program. The respondent agrees to fully cooperate with Nuview Union School District in its efforts to obtain this funding. Further the undersigned representative agrees that Nuview Union School District may, in its sole discretion, reduce the scope or completely abandon any or all of the goods and services listed here prior to service delivery should the E-Rate funding fail to be approved.

Signature

Date

Printed Name

Title

NON-COLLUSION AFFIDAVIT

STATE OF CALIFORNIA
COUNTY OF _____

I, _____, being first duly sworn, deposes and says that I
(Typed or Printed Name)
am _____ of _____, the party
(Title) (Bidder Name)

submitting the foregoing Bid Proposal ("the Bidder"). In connection with the foregoing Bid Proposal, the undersigned declares, states and certifies that:

1. The Bid Proposal is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization or corporation.
2. The Bid Proposal is genuine and not collusive or sham.
3. The bidder has not directly or indirectly induced or solicited any other bidder to put in a false or sham bid, and has not directly or indirectly colluded, conspired, connived, or agreed with any other bidder or anyone else to put in sham bid, or to refrain from bidding.
4. The bidder has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the bid price, or that of any other bidder, or to fix any overhead, profit or cost element of the bid price or that of any other bidder, or to secure any advantage against the public body awarding the contract or of anyone interested in the proposed contract.
5. All statements contained in the Bid Proposal and related documents are true.
6. The bidder has not, directly or indirectly, submitted the bid price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, or paid, and will not pay, any fee to any person, corporation, partnership, company, association, organization, bid depository, or to any member or agent thereof to effectuate a collusive or sham bid.

Executed this ____ day of _____, 20__ at _____.
(City, County and State)

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Signature

(Address)

Name Printed or Typed

(City, County and State)

(_____) _____
(Area Code and Telephone Number)

Vendor Self-Certification Form

With regard to the proposal, which this self-certification is a part of, I certify that

_____ (enter name of Organization)

1. is an equal opportunity employer and does not discriminate in any manner that is forbidden by the laws of California or the United States of America.
2. has not offered any gratuity to any Nuview School District employee(s) with the intention to secure favorable treatment with respect to this RFP
3. has no interest in any other organization that would conflict with its obligation to deliver services under this RFP
4. agrees to comply with the Fair Labor Standards Act, Equal Opportunity Employment Act, and all other applicable State of California and Federal statutes applicable to the delivery of services under this RFP
5. will comply with Sate of California Education Code Sections 33192, 33195.3, and 45125.1 by assuring that all employees who may be on school premises at times when children are present are cleared through the DOJ fingerprint system
6. will ensure that all employees working at a school campus, whether children are present or not, comply with the tobacco-free and other school requirements
7. will require all employees to sign in at the school office prior to entering school property and comply with all instructions provided by school site officials

NAME _____ TITLE _____

SIGNATURE _____ DATE _____