

**PHENIX CITY SCHOOL DISTRICT
Request for Proposal (RFP)
WHITEBOX LEARNING MODULES**

Bid Opening Date & Time: Thursday, December 10, 2015 at 10:00 a.m. (Eastern Time)

I. MISCELLANEOUS

<p>A. The Phenix City School District/Board of Education intends to award a contract to purchase WHITEBOX LEARNING MODULES with the most responsive bidder offering a proposal that is deemed the most acceptable and advantageous to the Phenix City School District.</p>
<p>B. The Phenix City School District will accept sealed bids to provide the specified products beginning no earlier than December 3, 2015.</p> <p>If the vendor proposes state contract or government contract/schedule pricing, the awarded contract with Phenix City School District MUST be a standalone contract for the requested period that is not dependent on the renewal of any other contract.</p>
<p>C. Vendors with questions regarding bid specifications must submit their questions in writing to Angel Wilson, at angel.wilson626@gmail.com, not later than December 3, 2015. Questions received by any other manner will not be accepted.</p>
<p>D. Any changes, additions, or modifications to the bid request and any questions and answers (Q&A) related to this solicitation will be posted to the Phenix City School District website at www.pcboe.net/stembids.</p> <p>It is the responsibility of the vendor to check the website periodically and before submitting a bid for any changes to the bid request.</p>
<p>E. Sealed bids must be submitted in two (2) printed copies and must arrive prior to the bid opening scheduled for Thursday, December 10, 2015 at 10:00 a.m. (Eastern Time), at the Phenix City School District Board of Education, P.O. Box 460, 1212 9th Avenue, Phenix City, AL 36868.</p> <p>The envelope/container must be marked “Bid No. GF-1601 WHITEBOX LEARNING MODULES” on the front and “SEALED BID DO NOT OPEN” on the seal. If mailed or hand delivered, address to Attention: Randy Wilkes at the address listed above.</p> <p>Any late bids will not be opened or considered. No faxed or electronic bids will be accepted.</p> <p><i>Failure to provide the information requested in this RFP in the requested format is reason for disqualification, without consideration.</i></p>
<p>F. Specifications or qualifications are not intended to eliminate any reputable manufacturer, brand or bidder. Reference to manufacturers, brand names, suppliers catalog numbers, specification of qualifications, etc., is intended to set quality and features standards and does NOT exclude bids from others. Any bid containing the referenced products/services “or equivalent” will be accepted as long as the standards are met. When quoting equivalent products/services, the bidder should provide information substantiating the standards have been met.</p>
<p>G. Vendors must complete and submit the Bid Response Form included with this document, as a minimum, for submitting their bid pricing and company information, as well as all other requested documentation.</p> <p>The Vendor’s bid may include additional quote pages in the vendor’s preferred format. However, all pricing must be entered in the Bid Response Form, as a minimum, to enable the District to compare pricing from all bidders using the same form. Reference statements, such as “See Page XX,” “Refer to Page XX,” etc. must not be entered in the Bid Response Form. If proposing additional options or services, the vendor should provide pricing, as a minimum, using the Bid Response Form format.</p>

<p>H. Bid price is to be all-inclusive (including taxes, fees, licenses, delivery, etc.) with no allowable additional costs to Phenix City School District. Prices shall be good for the length of this contract and all extensions. Any sites added to the district during the term of this contract and all extensions will be covered by the awarded contract at the same rates.</p>
<p>I. Price quotations are to include the furnishing of all materials, equipment, maintenance and training manual, tools, and the provision of all labor and services necessary or proper for the delivery of the products and/or services to Phenix City School District.</p>
<p>J. If a bid differs in any way from the bid specifications, the vendor must list the differences on the Bid Response Form in the Exceptions to Specifications and/or Comments section telling exactly where and how the bid deviates from said specifications. If no exceptions are listed, it will be presumed the vendor proposes to meet all specifications in every respect; and if awarded the contract, performance on this basis will be required.</p>
<p>K. The final awarding of this bid will be made by the Phenix City School District/Board of Education based on a recommendation from the Superintendent.</p>
<p>L. The Phenix City School District reserves the right to reject any and all bid proposals, waive any technicalities, and award all or part of the contract in a manner that is in the best interest of Phenix City School District, if deemed necessary.</p>
<p>M. Phenix City School District will review all proposals for service utilizing guidelines outlined by the Alabama State Bid Law.</p>
<p>N. It is the bidder's responsibility to comply with all local, state and federal laws applicable within the context of this bid.</p>
<p>O. Phenix City School District is exempt from all sales and use taxes under the provisions of Title 40, Chapter 23, Section 4 (15), Code of Alabama, 1975.</p>
<p>P. Contracts over \$10,000 require compliance with Equal Employment Opportunity Regulations, The Clean Air Act, The Clean Water Act and Environmental Protection Agency Regulations.</p>
<p>Q. The Phenix City School District is an equal educational opportunity agency and prohibits discrimination in any of its educational programs, including employment, on the basis of sex, race, religion, national origin, color, age, or any handicapping condition. The Board of Education complies fully with the provisions of Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, and the appropriate Department of Education regulations.</p>
<p>R. Vendor must have been in continuous business for a minimum of three (3) years.</p>
<p>S. Phenix City School District reserves the right to cancel the contract with the vendor for nonperformance at any time during the contract period. Nonperformance will be considered a breach of contract and includes, but is not limited to; failure to supply good quality products, failure to provide products for the full term of the contract, incompatibility of proposed products with existing district network equipment, poor delivery, poor billing and customer service, and failure to maintain status as an authorized representative of these products. If the contract is cancelled for nonperformance, Phenix City School District will re-award the contract to the vendor that received the next highest point value in the bid evaluation (if multiple bids were received). If no other bids were received the district will seek products/services from another cost effective provider.</p>
<p>T. Alabama Act No. 2012-491 now requires school boards to include the following clause in all contracts or agreements: "By signing this contract, the contracting parties affirm, for the duration of the agreement, that they will not violate federal immigration law or knowingly employ, hire for employment, or continue to employ an unauthorized alien within the state of Alabama. Furthermore, a contracting party found to be in violation of this provision shall be deemed in breach of the agreement and shall be responsible for all damages resulting therefrom."</p>

U. This bid and any resulting contract does not restrict Phenix City Schools from purchasing these or other WHITEBOX LEARNING MODULES products from other vendors.

V. All requirements specified in this RFP and the vendor's bid response become part of any awarded contract.

Failure to provide any of the information requested in this solicitation, in the requested format, or to meet any of the criteria outlined herein is reason for disqualification without consideration.

II. REQUIREMENT SPECIFICATIONS

<p>A. Description of Requirements: Phenix City School District is seeking unique, state-of-the-art WHITEBOX LEARNING MODULES to implement in the new Phenix City School Stem Center in Phenix City, Alabama.</p> <p>a. WhiteBox Learning is a complete Standards-Based STEM Learning System for Engineering, Science, and Technology Education classrooms, grades 6-12. Completely web-based, students can design, analyze, and simulate their designs, hundreds of times, from a web browser, and compete with other students throughout their district. Fully-Integrated Teacher LMS is included.</p>
<p>B. The following table identifies the specific requirements</p> <ul style="list-style-type: none"> • STEM Applications will include Dragster 2.0, Gliders 2.0, Structures 2.0, Green Car 2.0, Rockets 2.0, Mousetrap Car 2.0, Prosthetics 2.0, Rover 2.0, Survival Shelter 2.0, and KidWind 2.0. • Supplies should be sufficient for 500 students, 3 year supply • 3 year licensing agreement
<p>C. All items quoted shall be new, packaged in manufacturer’s original containers, and shall meet or exceed the specifications as written. All items are to be quoted F.O.B. to the customer’s specified location. The title and risk of loss of the goods will not pass to the Board, departments, or local schools until receipt and acceptance takes place at the F.O.B. point.</p> <p>All items quoted shall be delivered within sixty days after vendor receipt of purchase order.</p>
<p>D. Vendor Warranty. There must be a minimum one (1) year warranty on all items quoted and the bidder shall state the manufacturer’s standard warranty period offered with each item quoted.</p>
<p>E. During the contract period and any/all extensions, if quoted products become end-of-life or obsolete before the product is ordered for delivery, the vendor will be required to deliver the approved replacement/substitution product in place of the quoted product upon approval from the Superintendent.</p>
<p>F. The vendor must provide a reference list of at least three (3) customers where the vendor is currently providing the proposed products to a customer with a similar number of sites. The reference list shall include the contact name, phone number, mailing and email address, the products and services provided, and the number of supported sites per customer reference.</p>

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III. BASIS OF AWARD

In keeping with State and Federal guidelines, a contract will be awarded to the most cost effective provider who submits a complete and accurate submittal that meets the stated requirements. Price of the eligible products and services will be the primary factor, but not necessarily the sole factor, in evaluating the bids. Other factors of consideration may be but are not limited to price of the ineligible products and services; compatibility; quality of product/services; prior experience, including past performance, personnel and company qualifications, including technical excellence; management capability, including schedule compliance; environmental objectives; and flexibility of leasing terms and arrangements. Phenix City School District does not guarantee award of a contract and reserves the right to reject any and all bids.

These factors as well as others may be utilized in weighing the RFP responses as follows:

This bid will NOT be awarded on an item-by-item basis.

IV. REQUIRED CONTENTS OF BID AND ATTACHMENTS

The following checklist is only a guideline and may not be all inclusive; it is the responsibility of each vendor/bidder to read and comply with the Request for Proposal in its entirety.

- A) Completed Bid Response Form (All pages)
- B) Signed Compatibility Certification
- C) Specializations &/or Certifications (or a brief description of qualifications) & Reseller Status, as appropriate
- D) References

Failure to provide any of the information requested in this solicitation, in the requested format, or to meet any of the criteria outlined herein is reason for disqualification without consideration.

**PHENIX CITY SCHOOL DISTRICT
WHITEBOX LEARNING MODULES
Bid Opening Date & Time: December 10, 2015 at 10:00 a.m. (Eastern Time)**

BID RESPONSE FORM

Name of Firm: _____

Address of Firm: _____

Representative's Name (Type or Print): _____

*Authorized Signature: _____

Date: _____ Telephone: (____) _____

E-mail: _____

Number of Years in Business: _____

***Signature certifies the proposed products and services meet all requirements outlined in this solicitation and the vendor will comply with all specified requirements unless exceptions are noted below.**



EXCEPTIONS TO SPECIFICATIONS AND/OR COMMENTS
(Attach additional pages if needed)

Compatibility Certification

TO: The Phenix City School Board of Education, Phenix, AL

This is to certify that the proposed products are compatible with the Phenix City School District existing WHITEBOX LEARNING MODULES identified in Section II.A of this RFP.

VENDOR:

Name of Firm: _____

Printed Name, Signature and Title of Authorized Representative of the Vendor

Printed Name: _____

*Signature: _____ Date: _____

Title: _____