

**PHENIX CITY SCHOOL DISTRICT
Request for Proposal (RFP)
NETWORK SWITCHES & COMPONENTS
Bid Opening Date & Time: December 1, 2017, 9:00am (Eastern Time)**

I. MISCELLANEOUS

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| <p>A. The Phenix City School District/Board of Education intends to award a contract to purchase Network Switches and associated components 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 for a contract period of 15 months, July 1, 2018 through September 30, 2019, with the school system having the option of two one-year extensions (Option 1: October 1, 2019 to September 30, 2020 and Option 2: October 1, 2020 to September 30, 2021). Additionally, since the district intends to file applications for E-rate funding to purchase the requested products, the awarded contract may be extended beyond the two-year optional extension periods if the E-rate applications are funded late in the funding year and additional time is needed to complete the work within the timeline specified by the E-rate funding commitment. Options, if needed, will be executed at the school district’s discretion provided pricing remains the same, vendor continues to meet all other requirements, the school district continues to be funded through the E-rate program, and when executing the Option/extensions does not violate Alabama bid laws or E-rate rules and guidelines.</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>Phenix City School District reserves the right to cancel the contract if E-rate funding is not approved or is reduced, on an annual basis, during the specified period of the contract and/or extension periods.</p> |
| <p>C. Vendors with questions regarding bid specifications must submit their questions in writing to Jackie Sanes, at jsanes@outlook.com, not later than 2:00pm (Eastern) on November 29, 2017. Questions received by any other means or 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 http://www.pcboe.net/eratebids or from www.pcboe.net, hover over “Departments” at the top of the homepage, then mouse down and click on “Technology”, then click on the “ERATE Bids” link near the bottom of the page.</p> <p>It is also our intention to post any Q&A documents to USAC/SLD’s Form 470 tool to be viewed in the “Resources & Tools”, “Tools”, “View an FCC Form 470 (FY2016 and later)” section of SLD’s website with the associated Form 470 submitted with this solicitation. However, Bidders should not rely on this information being posted in this location and should check both the www.pcboe.net website location and SLD’s “Tools”, “View an FCC Form 470 (FY2016 and later)” location.</p> <p>It is the responsibility of the Vendor to check both websites periodically and before submitting a bid Phenix City School District shall bear no responsibility or assume any liability for any inoperability or dysfunctionality of USAC/SLD’s website.</p> |

<p>E. Sealed bids must be submitted in two (2) printed copies and must arrive prior to the bid opening scheduled for December 1, 2017 9:00am (Eastern Time), at the Phenix City School District Board of Education, P.O. Box 460, 1212 9th Avenue, Phenix City, AL 36867.</p> <p>The envelope/container must be marked “Bid No. GF 2018-02 Network Switches & Components” on the front and “SEALED BID DO NOT OPEN” on the seal. If mailed or hand delivered, address to Attention: Mandy Loreman 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 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.</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 must provide information substantiating the standards have been met.</p>
<p>G. All 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 submitting 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 using the Bid Response Form format, as a minimum.</p>
<p>H. The vendor is required to comply with all FCC Lowest Corresponding Price requirements for participation as a provider of services in the FCC E-rate program. According to 47 C.F.R. § 54.511, “Providers of eligible services shall not submit bids for or charge schools, school districts.... a price above the lowest corresponding price for supported services, unless the Commission, with respect to interstate services or the state commission with respect to intrastate services, finds that the lowest corresponding price is not compensatory. Promotional rates offered by a service provider for a period of more than 90 days must be included among the comparable rates upon which the lowest corresponding price is determined.”</p>
<p>I. 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 any extensions will be covered by the awarded contract at the same rates.</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 in this section, 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. 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>L. It is the bidder’s responsibility to comply with all local, state and federal laws applicable within the context of this bid.</p>
<p>M. 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>N. 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>O. 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>P. Phenix City School District will review all proposals for service utilizing guidelines outlined by the Alabama State Bid Law and the Federal Communications Commission (FCC) E-rate funding program requirements (administered by the Universal Services Administrative Company (USAC) – Schools & Libraries Division (SLD)).</p>
<p>Q. 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>R. 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>S. The vendor must provide proof of registration with the Schools and Libraries Division (SLD) a division of the USAC, for reimbursement under E-rate guidelines and must maintain a Green Light status with the FCC. If during the term of the contract and any extensions, the vendor fails to file the appropriate forms with the SLD, fails to receive a Service Provider Identification Number (SPIN), fails to maintain their authorized provider status for the quoted products and services, or fails to remain in good standing with the FCC, the District will not be responsible for the discounted portion of the vendor's bill.</p> <p>All vendors must have a valid Service Provider Identification Number (SPIN) authorized to provide the proposed services with the Schools and Libraries Division (SLD) of the Universal Services Administrative Company (USAC).</p>
<p>T. All vendors submitting a bid are responsible for understanding USAC and FCC E-rate eligibility rules and are required to identify any costs, fees, products, or proposed uses that do not meet the rules of eligibility for E-rate funding and should be filed as ineligible fees/charges.</p>
<p>U. The vendor and his representatives shall follow all applicable school district regulations while on Phenix City School property, including the no smoking, no weapons, and drug free policies. No work shall interfere with school activities or environment unless permission is given by the Principal or person in charge. All vendor personnel shall be easily identified by the use of identification badges and uniforms or shirts with the vendor's logo clearly visible.</p>
<p>V. 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>W. 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>

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| X. This bid and any resulting contract does not restrict Phenix City Schools from purchasing these or other network equipment products from other vendors or contracts. |
| Y. Prohibition of Confidentiality. Any contract/s or other agreements awarded to support applications for E-rate funding “may not prohibit disclosure of pricing or technology infrastructure information” as required by 47 C.F.R. § 54.504. |
| Z. 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

A. Description of Requirements: Phenix City School District is seeking network switches & associated components, as specified in the requirements table below, to upgrade local area networks at district schools and administrative facilities, as needed. The requirements identify specific requirements for a planned upgrade project that is expected to occur within the next year, if funded by E-rate. However, Phenix City School District is also requesting pricing for the same products to be purchased on an “as needed” basis any time during the term of the contract and all extensions.

All vendor quoted equipment **MUST** be compatible with the existing equipment currently installed and specified below. Vendors are required to complete and return the compatibility certification document included in the Bid Response Form certifying the equipment proposed by the vendor is compatible with the Phenix City School District existing equipment specified below.

The District requires vendors to quote equipment comparable to and compatible with the current equipment that provides the same function as those currently installed and as specified. The following equipment is currently installed throughout the district. Quoted products must be compatible with this existing equipment. This list is also provided as an example of the required capabilities, features, and quality standards of the requested equipment/components in addition to the capabilities/requirements specified in the below table, Description of Requirements:

- WS-C3850X-48P-E - Catalyst 3850X, 715Watt AC, PoE, 48 Port Data IP Services
- C3KX-PWR-715W - 715 Watt Redundant Power Supply
- CAB-STACK-50CM - Cisco StackWise 50CM Stacking Cable
- C3KX-NM-10G - 2 - 10GbE SFP Ports, 2 - 1GbE SFP Ports
- SFP-10G-SR - 10GBase-SR SFP+ Transceiver

Note: Specifications are not intended to eliminate any reputable manufacturer, brand or bidder. Reference to manufacturers, brand names, suppliers catalog numbers, etc., is intended to convey the required capabilities and set quality and features standards and does NOT exclude quotes from others. Any quote containing the referenced products/services “or equivalent” will be accepted as long as the required quality, feature, and compatibility standards are met. All manufacturers/models will be considered as long as they meet these standards.

B. The following table identifies the specific requirements, by location:

Location	Description of Requirement, or equivalent - Quantity
<p>1. Central High School 2400 Dobbs Drive Phenix City, AL 36870</p>	<p>48-Port PoE Data IP Switch with the following capabilities & associated components, as appropriate – Quantity 5EA 2– 10GbE SFP Ports 2 – 1GbE SFP Ports 48 – 10/100/1000 PoE+ Ethernet Ports 1 – Redundant Power Supply</p> <p>Associated Components (per Switch): 1 – Stacking Cable 1 – 10GBase –SR SFP+ Transceiver Module</p>
<p>2. Central Freshman Academy 2800 Dobbs Drive Phenix City, AL 36870</p>	<p>48-Port PoE Data IP Switch with the following capabilities & associated components, as appropriate – Quantity 2EA 2– 10GbE SFP Ports 2 – 1GbE SFP Ports 48 – 10/100/1000 PoE+ Ethernet Ports 1 – Redundant Power Supply</p> <p>Associated Components (per Switch): 1 – Stacking Cable 1 – 10GBase –SR SFP+ Transceiver Module</p>
<p>3. Success Academy 1700 17th Ave Phenix City, AL 36867</p>	<p>48-Port PoE Data IP Switch with the following capabilities & associated components, as appropriate – Quantity 0EA 2– 10GbE SFP Ports 2 – 1GbE SFP Ports 48 – 10/100/1000 PoE+ Ethernet Ports 1 – Redundant Power Supply</p> <p>Associated Components (per Switch): 1 – Stacking Cable 1 – 10GBase –SR SFP+ Transceiver Module</p>
<p>4. South Girard School 521 Fontaine Road Phenix City, AL 36869</p>	<p>48-Port PoE Data IP Switch with the following capabilities & associated components, as appropriate – Quantity 1EA 2– 10GbE SFP Ports 2 – 1GbE SFP Ports 48 – 10/100/1000 PoE+ Ethernet Ports 1 – Redundant Power Supply</p> <p>Associated Components (per Switch): 1 – Stacking Cable 1 – 10GBase –SR SFP+ Transceiver Module</p>

<p>5. Phenix City Intermediate School 2401 South Railroad Street Phenix City, AL 36867</p>	<p>48-Port PoE Data IP Switch with the following capabilities & associated components, as appropriate – Quantity 4EA 2– 10GbE SFP Ports 2 – 1GbE SFP Ports 48 – 10/100/1000 PoE+ Ethernet Ports 1 – Redundant Power Supply</p> <p>Associated Components (per Switch): 1 – Stacking Cable 1 – 10GBase –SR SFP+ Transceiver Module</p>
<p>6. Phenix City Elementary School 2307 South Railroad Street Phenix City, AL 36867</p>	<p>48-Port PoE Data IP Switch with the following capabilities & associated components, as appropriate – Quantity 4EA 2– 10GbE SFP Ports 2 – 1GbE SFP Ports 48 – 10/100/1000 PoE+ Ethernet Ports 1 – Redundant Power Supply</p> <p>Associated Components (per Switch): 1 – Stacking Cable 1 – 10GBase –SR SFP+ Transceiver Module</p>
<p>7. Ridgecrest Elementary School 1806 8th Place South Phenix City, AL 36869</p>	<p>48-Port PoE Data IP Switch with the following capabilities & associated components, as appropriate – Quantity 4EA 2– 10GbE SFP Ports 2 – 1GbE SFP Ports 48 – 10/100/1000 PoE+ Ethernet Ports 1 – Redundant Power Supply</p> <p>Associated Components (per Switch): 1 – Stacking Cable 1 – 10GBase –SR SFP+ Transceiver Module</p>
<p>8. Sherwood Elementary School 906 Idle Hour Drive Phenix City, AL 36867</p>	<p>48-Port PoE Data IP Switch with the following capabilities & associated components, as appropriate – Quantity 2EA 2– 10GbE SFP Ports 2 – 1GbE SFP Ports 48 – 10/100/1000 PoE+ Ethernet Ports 1 – Redundant Power Supply</p> <p>Associated Components (per Switch): 1 – Stacking Cable 1 – 10GBase –SR SFP+ Transceiver Module</p>

<p>9. Westview Elementary School 1012 Ingersoll Drive Phenix City, AL 36867</p>	<p>48-Port PoE Data IP Switch with the following capabilities & associated components, as appropriate – Quantity 2EA 2– 10GbE SFP Ports 2 – 1GbE SFP Ports 48 – 10/100/1000 PoE+ Ethernet Ports 1 – Redundant Power Supply</p> <p>Associated Components (per Switch): 1 – Stacking Cable 1 – 10GBase –SR SFP+ Transceiver Module</p>
<p>10. Meadowlane Elementary School 709 Meadowlane Drive Phenix City, AL 36869</p>	<p>48-Port PoE Data IP Switch with the following capabilities & associated components, as appropriate – Quantity 2EA 2– 10GbE SFP Ports 2 – 1GbE SFP Ports 48 – 10/100/1000 PoE+ Ethernet Ports 1 – Redundant Power Supply</p> <p>Associated Components (per Switch): 1 – Stacking Cable 1 – 10GBase –SR SFP+ Transceiver Module</p>
<p>11. Lakewood Elementary School 24 Explorer Drive Phenix City, AL 36867</p>	<p>48-Port PoE Data IP Switch with the following capabilities & associated components, as appropriate – Quantity 4EA 2– 10GbE SFP Ports 2 – 1GbE SFP Ports 48 – 10/100/1000 PoE+ Ethernet Ports 1 – Redundant Power Supply</p> <p>Associated Components (per Switch): 1 – Stacking Cable 1 – 10GBase –SR SFP+ Transceiver Module</p>
<p>12. Lakewood Primary School 18 Explorer Drive Phenix City, AL 36867</p>	<p>48-Port PoE Data IP Switch with the following capabilities & associated components, as appropriate – Quantity 4EA 2– 10GbE SFP Ports 2 – 1GbE SFP Ports 48 – 10/100/1000 PoE+ Ethernet Ports 1 – Redundant Power Supply</p> <p>Associated Components (per Switch): 1 – Stacking Cable 1 – 10GBase –SR SFP+ Transceiver Module</p>

<p>13. Phenix City BOE – District (<i>Ineligible</i>) 1212 9th Avenue Phenix City, AL 36867</p>	<p>48-Port PoE Data IP Switch with the following capabilities & associated components, as appropriate – Quantity 0EA 2– 10GbE SFP Ports 2 – 1GbE SFP Ports 48 – 10/100/1000 PoE+ Ethernet Ports 1 – Redundant Power Supply</p> <p>Associated Components (per Switch): 1 – Stacking Cable 1 – 10GBase –SR SFP+ Transceiver Module</p>
<p>14. Phenix City BOE – Bus Shop (<i>Ineligible</i>) 1212 9th Avenue Phenix City, AL 36867</p>	<p>48-Port PoE Data IP Switch with the following capabilities & associated components, as appropriate – Quantity 0EA 2– 10GbE SFP Ports 2 – 1GbE SFP Ports 48 – 10/100/1000 PoE+ Ethernet Ports 1 – Redundant Power Supply</p> <p>Associated Components (per Switch): 1 – Stacking Cable 1 – 10GBase –SR SFP+ Transceiver Module</p>
<p>All Phenix City School District Locations, as needed</p> <p>The purchase of the following quoted switches and/or components, as needed, during the term of the contract and all extensions. Actual quantities, if any, will be determined as needed.</p>	<p>48-Port PoE Data IP Switch with the following capabilities & associated components, as appropriate – Quantity unknown, as & if needed 2– 10GbE SFP Ports 2 – 1GbE SFP Ports 48 – 10/100/1000 PoE+ Ethernet Ports 1 – Redundant Power Supply</p> <p>Associated Components (per Switch): 1 – Stacking Cable 1 – 10GBase –SR SFP+ Transceiver Module</p>

Notes:

- (1) The quantities provided above are estimates only. The number of switches, connectors, etc. at each location may change (+ or -), using the quoted unit pricing, to meet district requirements at initial project implementation or at any time during the contract period and any extensions.
- (2) Phenix City School District does not guarantee any purchase levels. The District Technology Coordinator will determine what products are needed, if any, each year and will purchase some, none, or all equipment and/or components, whatever is in the best interest of the Phenix City School District and on an as needed to complete projected projects.
- (3) Phenix City School District must be able to add or remove sites as needed in the event of new schools or administrative facilities, closures, consolidations, etc. If sites are added after contract award the district must be able to purchase the same products quoted for the other district sites for the new site/s at the same contracted rates.

C. All items quoted shall be new, packed in manufacturers 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.

All items quoted shall be delivered within thirty days after vendor receipt of purchase order.

<p>D. Vendor Warranty. There must be a minimum one (1) year warranty on all items quoted and the bidder shall state the manufacturers 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 District Technology Coordinator. If this occurs, before delivery, the vendor will be required to identify the quoted equipment to be replaced and provide the make, model, cost and eligibility information for the replacement equipment to Phenix City School District Technology Coordinator as soon as possible after the order is placed so the district can submit a service substitution request to SLD for approval, before the product/s can be delivered to the district.</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>
<p>G. The vendor shall provide, if available, a list of contact names and phone numbers for at least three (3) E-rate funded network equipment contracts, identifying the period of services, a general description of the products provided, and the amount funded by E-rate for each reference. These references may be the same references provided in Paragraph F. above, if identified as an E-rate reference in the response.</p> <p>This information is necessary to ensure the vendor understands the E-rate program, understands eligibility of their products and services and has been successful in providing E-rate eligible products and services in the past.</p>
<p>H. The vendor must provide a copy of any Specializations and/or Certifications and reseller status of your company and employees that will demonstrate your company’s ability to provide and support the proposed product line/s. If relevant certifications are not available, the vendor should provide a narrative description of their qualifications and experience with providing and supporting the proposed products and services.</p>
<p>I. Vendor must have been in continuous business for a minimum of three (3) years.</p>
<p>J. For E-rate eligible products funded by the E-rate program, the vendor shall invoice the Schools and Library Division (SLD) directly (generate a Service Provider Invoice, FCC Form 474) for the discounted portion of the eligible products on each bill in accordance with SLD regulations when products are being obtained with E-rate funding. The school district shall only be invoiced for the undiscounted portion of the eligible products and for all ineligible fees unless the district issues a Purchase Order for the full amount requesting the vendor provide the requested products before E-rate funding is approved.</p> <p>The vendor is responsible for ensuring ONLY eligible products and services are invoiced to SLD and all ineligible products and services are identified as such and invoiced directly to the School District (100%).</p>

K. Upon request each year, the Bidder must provide a project quote using the awarded contract product list and provide:

- (1) A list of the products needed for each location to complete the upcoming project upgrades requested by the Customer (based on meetings, outlined requirements, etc.), and their price.
- (2) Vendor completed 471 Category Two - Internal Connections Templates (previously Vendor Item 21 Attachments) each year, for each location receiving products, ready for filing for E-rate funding with the Universal Service Administrative Company (USAC), Schools and Libraries Division (SLD), as part of the FCC Form 471 application.

The USAC/SLD Category Two - Internal Connections Templates are available on SLD’s website (www.usac.org/sl), in the “Resources & Tools”, “Forms”, “FCC Form 471” section (link is currently identified as “FCC Form 471 Bulk Upload Templates” but the name is subject to change). Vendors must complete the information identified in the Category Two – Internal Connections Template for preparing a separate template for each location and entering a separate line item for each product and service being requested for that location. Currently the worksheet requires the following information for each product and/or service, by location however; the requested information is subject to SLD changes:

- Tab 1 – Category 2 Internal Connections
 - Type of Internal Connections (options in drop down box)
 - Installation Included in Price? (Yes or No options in drop down box)
 - Type of Product (options in drop down box)
 - Make (options in drop down box)
 - Enter the Make (if Other) (if “Other” was selected in previous cell)
 - Model
 - Lease or Non-Purchase Arrangement (Yes or No options in drop down box)
 - Monthly Recurring UNIT Cost
 - Monthly Recurring UNIT Ineligible Cost
 - *(Auto Fill/Calc) Estimated Monthly Recurring UNIT Eligible Costs*
 - Monthly Quantity
 - Units (options in drop down box)
 - *(Auto Fill/Calc) Estimated Total Monthly Eligible Recurring Costs*
 - Estimated Months of Service
 - *(Auto Fill/Calc) Estimated Total Eligible Recurring Costs*
 - One-time UNIT Cost
 - One-time UNIT Ineligible Cost
 - *(Auto Fill/Calc) Estimated One-time UNIT Eligible Costs*
 - One-time Quantity
 - *(Auto Fill/Calc) Estimated Total Eligible One-time Costs*
 - *(Auto Fill/Calc) Estimated Pre-Discount Extended Eligible Line Item*
 - Do any of these conditions apply? (options in drop down box)

- Tab 2 – Recipients of Service
 - Reference Number (options in down box – originates from Tab 1 – must complete a recipient entry for each Reference Number)
 - BEN (Billed Entity Number)
 - Name (of Recipient)
 - Eligible Cost Per BEN

The Vendor will be required to complete the templates, in their entirety, for each location/entity planned to receive products and/or services in the upcoming funding year. Additionally, for partially eligible products and associated services the Vendor must identify the “Ineligible Unit Costs” associated with that product, where applicable. Failure to properly identify the ineligible portions of the products and services could cause the Customer’s E-rate applications to be denied funding by the SLD and therefore not executed/ordered by the Customer.

For any products or services that are wholly (100%) ineligible, the Vendor should provide them in a separate worksheet as these will not be included on the E-rate application.

L. The vendor shall assist, when requested by the School District, USAC, the FCC, or designated representatives, with providing, within the required deadlines, any information needed to respond to SLD application reviews or any other USAC or FCC directed review and/or request for information.

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.

III. BASIS OF AWARD

In keeping with the guidelines of USAC, 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:

Factor	Weight
Price of Eligible Products/Services	30%
Compatibility with Current Equipment	25%
Quality of Proposed Products/Services	25%
Prior Experience & Company Qualifications	10%
Price of the Ineligible Products/Services	10%
TOTAL	100%

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) Proof of an Approved E-rate SPIN
- D) References
- E) E-rate References, if available
- F) Specializations &/or Certifications (or a brief description of qualifications) & Reseller Status, as appropriate

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
Request for Proposal (RFP)
NETWORK SWITCHES & COMPONENTS
Bid Opening Date & Time: December 1, 2017 9:00am (Eastern Time)**

**BID RESPONSE FORM
(26 Pages + any pages added by Vendor)**

Name of Firm: _____

Address of Firm: _____

Representative's Name (Type or Print): _____

*Authorized Signature: _____

Date: _____ Telephone: (____) _____

E-mail: _____

E-rate SPIN: _____

Number of Years in Business: _____

***Signature certifies the proposed products 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 network equipment identified in Section II.A of this RFP. If additional equipment, software, and/or components are required for integration of the proposed products into the existing network, they are included in the proposed products or identified in the Exceptions to Specifications and/or Comments section of this bid.

VENDOR:

Name of Firm: _____

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

Printed Name: _____

*Signature: _____ Date: _____

Title: _____

Central High School								
Item Nbr	Manufacturer	Model/Description	Part Number	Unit Cost	Quantity	Extended Cost	Manufacturer Warranty Period	Specify % of Product that is E-rate Eligible
Network Switches (w/Power over Ethernet) & Associated Hardware, Software, Licenses, etc. (Specify all items needed for operation of the proposed equipment. Add additional lines/pages, if needed, using the same format & Item number sequence)								
CHS-SW1				\$		\$		%
CHS-SW2				\$		\$		%
CHS-SW3				\$		\$		%
CHS-SW4				\$		\$		%
CHS-SW5				\$		\$		%
CHS-SW6				\$		\$		%
Stacking Cables & Any Other Required Cables/Cords (Specify all items needed for operation of the proposed equipment. Add additional lines/pages, if needed, using the same format & Item number sequence)								
CHS-Cab1				\$		\$		%
CHS-Cab2				\$		\$		%
CHS-Cab3				\$		\$		%
CHS-Cab4				\$		\$		%
CHS-Cab5				\$		\$		%

Central High School								
Item Nbr	Manufacturer	Model/Description	Part Number	Unit Cost	Quantity	Extended Cost	Manufacturer Warranty Period	Specify % of Product that is E-rate Eligible
SFP Transceiver Modules								
(Specify all items needed for operation of the proposed equipment. Add additional lines/pages, if needed, using the same format & Item number sequence)								
CHS-ST1				\$		\$		%
CHS-ST2				\$		\$		%
CHS-ST3				\$		\$		%
CHS-ST4				\$		\$		%
CHS-ST5				\$		\$		%

Central Freshman Academy								
Item Nbr	Manufacturer	Model/Description	Part Number	Unit Cost	Quantity	Extended Cost	Manufacturer Warranty Period	Specify % of Product that is E-rate Eligible
Network Switches (w/Power over Ethernet) & Associated Hardware, Software, Licenses, etc. (Specify all items needed for operation of the proposed equipment. Add additional lines/pages, if needed, using the same format & Item number sequence)								
CFA-SW1				\$		\$		%
CFA-SW2				\$		\$		%
CFA-SW3				\$		\$		%
CFA-SW4				\$		\$		%
CFA-SW5				\$		\$		%
CFA-SW6				\$		\$		%
Stacking Cables & Any Other Required Cables/Cords (Specify all items needed for operation of the proposed equipment. Add additional lines/pages, if needed, using the same format & Item number sequence)								
CFA-Cab1				\$		\$		%
CFA-Cab2				\$		\$		%
CFA-Cab3				\$		\$		%
CFA-Cab4				\$		\$		%
CFA-Cab5				\$		\$		%

Central Freshman Academy								
Item Nbr	Manufacturer	Model/Description	Part Number	Unit Cost	Quantity	Extended Cost	Manufacturer Warranty Period	Specify % of Product that is E-rate Eligible
SFP Transceiver Modules								
(Specify all items needed for operation of the proposed equipment. Add additional lines/pages, if needed, using the same format & Item number sequence)								
CFA-ST1				\$		\$		%
CFA-ST2				\$		\$		%
CFA-ST3				\$		\$		%
CFA-ST4				\$		\$		%
CFA-ST5				\$		\$		%

South Girard School								
Item Nbr	Manufacturer	Model/Description	Part Number	Unit Cost	Quantity	Extended Cost	Manufacturer Warranty Period	Specify % of Product that is E-rate Eligible
Network Switches (w/Power over Ethernet) & Associated Hardware, Software, Licenses, etc. (Specify all items needed for operation of the proposed equipment. Add additional lines/pages, if needed, using the same format & Item number sequence)								
SGS-SW1				\$		\$		%
SGS-SW2				\$		\$		%
SGS-SW3				\$		\$		%
SGS-SW4				\$		\$		%
SGS-SW5				\$		\$		%
SGS-SW6				\$		\$		%
Stacking Cables & Any Other Required Cables/Cords (Specify all items needed for operation of the proposed equipment. Add additional lines/pages, if needed, using the same format & Item number sequence)								
SGS-Cab1				\$		\$		%
SGS-Cab2				\$		\$		%
SGS-Cab3				\$		\$		%
SGS-Cab4				\$		\$		%
SGS-Cab5				\$		\$		%

South Girard School								
Item Nbr	Manufacturer	Model/Description	Part Number	Unit Cost	Quantity	Extended Cost	Manufacturer Warranty Period	Specify % of Product that is E-rate Eligible
SFP Transceiver Modules								
(Specify all items needed for operation of the proposed equipment. Add additional lines/pages, if needed, using the same format & Item number sequence)								
SGS-ST1				\$		\$		%
SGS-ST2				\$		\$		%
SGS-ST3				\$		\$		%
SGS-ST4				\$		\$		%
SGS-ST5				\$		\$		%

Phenix City Intermediate School								
Item Nbr	Manufacturer	Model/Description	Part Number	Unit Cost	Quantity	Extended Cost	Manufacturer Warranty Period	Specify % of Product that is E-rate Eligible
Network Switches (w/Power over Ethernet) & Associated Hardware, Software, Licenses, etc. (Specify all items needed for operation of the proposed equipment. Add additional lines/pages, if needed, using the same format & Item number sequence)								
PIS-SW1				\$		\$		%
PIS-SW2				\$		\$		%
PIS-SW3				\$		\$		%
PIS-SW4				\$		\$		%
PIS-SW5				\$		\$		%
PIS-SW6				\$		\$		%
Stacking Cables & Any Other Required Cables/Cords (Specify all items needed for operation of the proposed equipment. Add additional lines/pages, if needed, using the same format & Item number sequence)								
PIS-Cab1				\$		\$		%
PIS-Cab2				\$		\$		%
PIS-Cab3				\$		\$		%
PIS-Cab4				\$		\$		%
PIS-Cab5				\$		\$		%

Phenix City Intermediate School

Item Nbr	Manufacturer	Model/Description	Part Number	Unit Cost	Quantity	Extended Cost	Manufacturer Warranty Period	Specify % of Product that is E-rate Eligible
SFP Transceiver Modules								
(Specify all items needed for operation of the proposed equipment. Add additional lines/pages, if needed, using the same format & Item number sequence)								
PIS-ST1				\$		\$		%
PIS-ST2				\$		\$		%
PIS-ST3				\$		\$		%
PIS - ST4				\$		\$		%
PIS - ST5				\$		\$		%

Phenix City Elementary School								
Item Nbr	Manufacturer	Model/Description	Part Number	Unit Cost	Quantity	Extended Cost	Manufacturer Warranty Period	Specify % of Product that is E-rate Eligible
Network Switches (w/Power over Ethernet) & Associated Hardware, Software, Licenses, etc. (Specify all items needed for operation of the proposed equipment. Add additional lines/pages, if needed, using the same format & Item number sequence)								
PES-SW1				\$		\$		%
PES-SW2				\$		\$		%
PES-SW3				\$		\$		%
PES-SW4				\$		\$		%
PES-SW5				\$		\$		%
PES-SW6				\$		\$		%
Stacking Cables & Any Other Required Cables/Cords (Specify all items needed for operation of the proposed equipment. Add additional lines/pages, if needed, using the same format & Item number sequence)								
PES-Cab1				\$		\$		%
PES-Cab2				\$		\$		%
PES-Cab3				\$		\$		%
PES-Cab4				\$		\$		%
PES-Cab5				\$		\$		%

Phenix City Elementary School

Item Nbr	Manufacturer	Model/Description	Part Number	Unit Cost	Quantity	Extended Cost	Manufacturer Warranty Period	Specify % of Product that is E-rate Eligible
SFP Transceiver Modules								
(Specify all items needed for operation of the proposed equipment. Add additional lines/pages, if needed, using the same format & Item number sequence)								
PES-ST1				\$		\$		%
PES-ST2				\$		\$		%
PES-ST3				\$		\$		%
PES-ST4				\$		\$		%
PES-ST5				\$		\$		%

Ridgecrest Elementary School

Item Nbr	Manufacturer	Model/Description	Part Number	Unit Cost	Quantity	Extended Cost	Manufacturer Warranty Period	Specify % of Product that is E-rate Eligible
Network Switches (w/Power over Ethernet) & Associated Hardware, Software, Licenses, etc. (Specify all items needed for operation of the proposed equipment. Add additional lines/pages, if needed, using the same format & Item number sequence)								
RES-SW1				\$		\$		%
RES-SW2				\$		\$		%
RES-SW3				\$		\$		%
RES-SW4				\$		\$		%
RES-SW5				\$		\$		%
RES-SW6				\$		\$		%
Stacking Cables & Any Other Required Cables/Cords (Specify all items needed for operation of the proposed equipment. Add additional lines/pages, if needed, using the same format & Item number sequence)								
RES-Cab1				\$		\$		%
RES-Cab2				\$		\$		%
RES-Cab3				\$		\$		%
RES-Cab4				\$		\$		%
RES-Cab5				\$		\$		%

Ridgecrest Elementary School

Item Nbr	Manufacturer	Model/Description	Part Number	Unit Cost	Quantity	Extended Cost	Manufacturer Warranty Period	Specify % of Product that is E-rate Eligible
SFP Transceiver Modules								
(Specify all items needed for operation of the proposed equipment. Add additional lines/pages, if needed, using the same format & Item number sequence)								
RES-ST1				\$		\$		%
RES-ST2				\$		\$		%
RES-ST3				\$		\$		%
RES-ST4				\$		\$		%
RES-ST5				\$		\$		%

Sherwood Elementary School

Item Nbr	Manufacturer	Model/Description	Part Number	Unit Cost	Quantity	Extended Cost	Manufacturer Warranty Period	Specify % of Product that is E-rate Eligible
Network Switches (w/Power over Ethernet) & Associated Hardware, Software, Licenses, etc. (Specify all items needed for operation of the proposed equipment. Add additional lines/pages, if needed, using the same format & Item number sequence)								
SES-SW1				\$		\$		%
SES-SW2				\$		\$		%
SES-SW3				\$		\$		%
SES-SW4				\$		\$		%
SES-SW5				\$		\$		%
SES-SW6				\$		\$		%
Stacking Cables & Any Other Required Cables/Cords (Specify all items needed for operation of the proposed equipment. Add additional lines/pages, if needed, using the same format & Item number sequence)								
SES-Cab1				\$		\$		%
SES-Cab2				\$		\$		%
SES-Cab3				\$		\$		%
SES-Cab4				\$		\$		%
SES-Cab5				\$		\$		%

Sherwood Elementary School

Item Nbr	Manufacturer	Model/Description	Part Number	Unit Cost	Quantity	Extended Cost	Manufacturer Warranty Period	Specify % of Product that is E-rate Eligible
SFP Transceiver Modules								
(Specify all items needed for operation of the proposed equipment. Add additional lines/pages, if needed, using the same format & Item number sequence)								
SES-ST1				\$		\$		%
SES-ST2				\$		\$		%
SES-ST3				\$		\$		%
SES-ST4				\$		\$		%
SES-ST5				\$		\$		%

Westview Elementary School								
Item Nbr	Manufacturer	Model/Description	Part Number	Unit Cost	Quantity	Extended Cost	Manufacturer Warranty Period	Specify % of Product that is E-rate Eligible
Network Switches (w/Power over Ethernet) & Associated Hardware, Software, Licenses, etc. (Specify all items needed for operation of the proposed equipment. Add additional lines/pages, if needed, using the same format & Item number sequence)								
WES-SW1				\$		\$		%
WES-SW2				\$		\$		%
WES-SW3				\$		\$		%
WES-SW4				\$		\$		%
WES-SW5				\$		\$		%
WES-SW6				\$		\$		%
Stacking Cables & Any Other Required Cables/Cords (Specify all items needed for operation of the proposed equipment. Add additional lines/pages, if needed, using the same format & Item number sequence)								
WES-Cab1				\$		\$		%
WES-Cab2				\$		\$		%
WES-Cab3				\$		\$		%
WES-Cab4				\$		\$		%
WES-Cab5				\$		\$		%

Westview Elementary School

Item Nbr	Manufacturer	Model/Description	Part Number	Unit Cost	Quantity	Extended Cost	Manufacturer Warranty Period	Specify % of Product that is E-rate Eligible
SFP Transceiver Modules								
(Specify all items needed for operation of the proposed equipment. Add additional lines/pages, if needed, using the same format & Item number sequence)								
WES-ST1				\$		\$		%
WES-ST2				\$		\$		%
WES-ST3				\$		\$		%
WES-ST4				\$		\$		%
WES-ST5				\$		\$		%

Meadowlane Elementary School								
Item Nbr	Manufacturer	Model/Description	Part Number	Unit Cost	Quantity	Extended Cost	Manufacturer Warranty Period	Specify % of Product that is E-rate Eligible
Network Switches (w/Power over Ethernet) & Associated Hardware, Software, Licenses, etc. (Specify all items needed for operation of the proposed equipment. Add additional lines/pages, if needed, using the same format & Item number sequence)								
MES-SW1				\$		\$		%
MES-SW2				\$		\$		%
MES-SW3				\$		\$		%
MES-SW4				\$		\$		%
MES-SW5				\$		\$		%
MES-SW6				\$		\$		%
Stacking Cables & Any Other Required Cables/Cords (Specify all items needed for operation of the proposed equipment. Add additional lines/pages, if needed, using the same format & Item number sequence)								
MES-Cab1				\$		\$		%
MES-Cab2				\$		\$		%
MES-Cab3				\$		\$		%
MES-Cab4				\$		\$		%
MES-Cab5				\$		\$		%

Meadowlane Elementary School								
Item Nbr	Manufacturer	Model/Description	Part Number	Unit Cost	Quantity	Extended Cost	Manufacturer Warranty Period	Specify % of Product that is E-rate Eligible
SFP Transceiver Modules								
(Specify all items needed for operation of the proposed equipment. Add additional lines/pages, if needed, using the same format & Item number sequence)								
MES-ST1				\$		\$		%
MES-ST2				\$		\$		%
MES-ST3				\$		\$		%
MES-ST4				\$		\$		%
MES-ST5				\$		\$		%

Lakewood Elementary School								
Item Nbr	Manufacturer	Model/Description	Part Number	Unit Cost	Quantity	Extended Cost	Manufacturer Warranty Period	Specify % of Product that is E-rate Eligible
Network Switches (w/Power over Ethernet) & Associated Hardware, Software, Licenses, etc. (Specify all items needed for operation of the proposed equipment. Add additional lines/pages, if needed, using the same format & Item number sequence)								
LES-SW1				\$		\$		%
LES-SW2				\$		\$		%
LES-SW3				\$		\$		%
LES-SW4				\$		\$		%
LES-SW5				\$		\$		%
LES-SW6				\$		\$		%
Stacking Cables & Any Other Required Cables/Cords (Specify all items needed for operation of the proposed equipment. Add additional lines/pages, if needed, using the same format & Item number sequence)								
LES-Cab1				\$		\$		%
LES-Cab2				\$		\$		%
LES-Cab3				\$		\$		%
LES-Cab4				\$		\$		%
LES-Cab5				\$		\$		%

Lakewood Elementary School

Item Nbr	Manufacturer	Model/Description	Part Number	Unit Cost	Quantity	Extended Cost	Manufacturer Warranty Period	Specify % of Product that is E-rate Eligible
SFP Transceiver Modules								
(Specify all items needed for operation of the proposed equipment. Add additional lines/pages, if needed, using the same format & Item number sequence)								
LES-ST1				\$		\$		%
LES-ST2				\$		\$		%
LES-ST3				\$		\$		%
LES-ST4				\$		\$		%
LES-ST5				\$		\$		%

Lakewood Primary School								
Item Nbr	Manufacturer	Model/Description	Part Number	Unit Cost	Quantity	Extended Cost	Manufacturer Warranty Period	Specify % of Product that is E-rate Eligible
Network Switches (w/Power over Ethernet) & Associated Hardware, Software, Licenses, etc. (Specify all items needed for operation of the proposed equipment. Add additional lines/pages, if needed, using the same format & Item number sequence)								
LPS-SW1				\$		\$		%
LPS-SW2				\$		\$		%
LPS-SW3				\$		\$		%
LPS-SW4				\$		\$		%
LPS-SW5				\$		\$		%
LPS-SW6				\$		\$		%
Stacking Cables & Any Other Required Cables/Cords (Specify all items needed for operation of the proposed equipment. Add additional lines/pages, if needed, using the same format & Item number sequence)								
LPS-Cab1				\$		\$		%
LPS-Cab2				\$		\$		%
LPS-Cab3				\$		\$		%
LPS-Cab4				\$		\$		%
LPS-Cab5				\$		\$		%

Lakewood Primary School								
Item Nbr	Manufacturer	Model/Description	Part Number	Unit Cost	Quantity	Extended Cost	Manufacturer Warranty Period	Specify % of Product that is E-rate Eligible
SFP Transceiver Modules								
(Specify all items needed for operation of the proposed equipment. Add additional lines/pages, if needed, using the same format & Item number sequence)								
LPS-ST1				\$		\$		%
LPS-ST2				\$		\$		%
LPS-ST3				\$		\$		%
LPS-ST4				\$		\$		%
LPS-ST5				\$		\$		%

General, As Needed								
Item Nbr	Manufacturer	Model/Description	Part Number	Unit Cost	Quantity	Extended Cost	Manufacturer Warranty Period	Specify % of Product that is E-rate Eligible
Network Switches (w/Power over Ethernet) & Associated Hardware, Software, Licenses, etc. (Specify all items needed for operation of the proposed equipment. Add additional lines/pages, if needed, using the same format & Item number sequence)								
GEN-SW1				\$		\$		%
GEN-SW2				\$		\$		%
GEN-SW3				\$		\$		%
GEN-SW4				\$		\$		%
GEN-SW5				\$		\$		%
GEN-SW6				\$		\$		%
Stacking Cables & Any Other Required Cables/Cords (Specify all items needed for operation of the proposed equipment. Add additional lines/pages, if needed, using the same format & Item number sequence)								
GEN-Cab1				\$		\$		%
GEN-Cab2				\$		\$		%
GEN-Cab3				\$		\$		%
GEN-Cab4				\$		\$		%
GEN-Cab5				\$		\$		%

General, As Needed								
Item Nbr	Manufacturer	Model/Description	Part Number	Unit Cost	Quantity	Extended Cost	Manufacturer Warranty Period	Specify % of Product that is E-rate Eligible
SFP Transceiver Modules (Specify all items needed for operation of the proposed equipment. Add additional lines/pages, if needed, using the same format & Item number sequence)								
GEN-ST1				\$		\$		%
GEN-ST2				\$		\$		%
GEN-ST3				\$		\$		%
GEN-ST4				\$		\$		%
GEN-ST5				\$		\$		%

All quantities may change (+/-) as required to meet district needs. The bid will be awarded on the basis of a collective grand total and NOT on an item-by-item basis.