



Murfreeseboro Rattlers

SOUTH PIKE COUNTY SCHOOL DISTRICT

605 THIRD AVENUE - P.O. BOX 339
MURFREESBORO, ARKANSAS 71958

Roger Featherston, Superintendent
Phone 870-285-2942 * Fax 870-285-2276



Delight Bulldogs

January 12, 2018

Karen Richardson
E-rate Advisor

Request for Proposal for Internal Connections RFP# 470_18

Dear Sir:

You are invited to submit a proposal for network devices in accordance with the requirements set forth this *request for proposal* (RFP).

We are a K-12 public school district with approximately 725 students and 100 staff members. The District has two campuses: Delight Elementary and Murfreeseboro Elementary and High School.

This project includes the following for three buildings:

- Replacing switches on two campuses-three buildings
- Add gbics to replace existing media converters
- Installation of racks where needed
- Configuration of switches, including VLAN
- Installation of some cabling including termination and labeling
- Installation and configuration of wireless access points
- Management of wired and wireless networks

A walk through of the campuses is necessary for any proposals to be considered. If you have questions concerning the project, you may reach me by email at karen.richardson@mboro.k12.ar.us or by telephone at 870-285-2117. Director of Programs Tanya Wilcher will be your on-campus contact.

If you intend to respond to the RFP, I will expect a quote no later than 12 noon, February 19, 2018. Any proposal received after that date will not be considered.

I anticipate that the provider whose proposal is the best solution for our project will be selected on or before February 21, 2018. We will notify all providers, whether they are accepted or rejected.

Tanya Wilcher will be your point of contact for all inquiries and correspondence. Technology Assistant Adam Coleman can answer questions, and his telephone number is 870-285-3516. Tanya will inform me if you have questions about the project, and I will contact you to answer any questions she or Adam cannot answer.

I thank you for your time, effort, and interest in our Internal Connections project.
Sincerely,

Karen Richardson

Karen Richardson, E-rate advisor
South Pike County School District
605 3rd Avenue, P.O. Box 339
Murfreesboro, AR 71958
Voice 870-285-2117 Fax 870-285-2191
Karen.richardson@rattlers.org

cc: Roger Featherston

Request for Proposal

Who: South Pike County School District

Murfreesboro Elementary and High School Campus

Delight Campus

What:

- Network switches
- Install cabling where needed including termination and labeling
- Installation of racks where needed
- Install gbics to replace existing media converters
- Configuration of switches including VLAN
- Installation of wireless access points
- Management of wired and wireless networks

Deadline: Proposals due on or before 12 noon, February 19, 2018

Contact: Tanya Wilcher, Director of Programs

Voice: 870-285-2117 **Fax:** 870-285-2276

Email: Tanya.wilcher@rattlers.org

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1.1 Statement of Purpose

Because of extreme slowness of the school network, we are seeking proposals for some internal wiring, switches, and gigabit connections where needed. Background information:

- We are a K-12 public school district with approximately 725 students and 100 staff members. The District has two campuses: Delight Elementary and Murfreesboro Elementary and High School.

1.2 Outcome and Performance Standards

- Contractor must have all appropriate licenses.
- Contractor or his representative must have visited the campus before compiling a proposal.
- Existing conduit should be used when at all possible.
- In any location where existing conduit cannot be used or doesn't exist, cable should be placed inside walls or ceiling. If necessary, cable can be run through data poles. If any cable is placed on the surface of a wall, it must be covered with cable raceway.
- All cables must be labeled at both ends.
- Each cable should run from wall plug or ceiling to wiring closet.
- Installation should be tested and guaranteed to meet minimum industry standards.
- Installation should be covered by no less than a one-year warranty.
- Installation should include one year of basic maintenance of installed cabling and switches.
- Installation should provide a gigabit network backbone.

1.3 Deliverables

- Upon completion of the work, the contractor will provide the Director of Programs and Superintendent a complete and detailed wiring schematic.
- The contractor should provide a list of all wired switches and wireless access points including model number, serial number and exact location.

1.4 Term of Contract

- Because this is an E-rate-funded project, the start date of the contract will be determined by the District's receipt of the E-rate Funding Commitment Decision Letter.

1.5 Payments, Incentives, and Penalties

- South Pike County School District Superintendent and its School Board reserve the right to refuse payment for incomplete and/or substandard work.
- Payment will be received upon completion of all work.

1.6 Contractual Terms and Conditions

- Because the project is dependent on E-rate funding, it is not possible to place a start date on the project.
- If E-rate funds are not available, the Superintendent and Board of Education may complete part or none of the project.
- The Administration and Board of Education reserve the right to decline any or all proposals.

1.7 Requirements for Proposal Preparation

- The format of the proposal should be simple and easy to understand.
- Vendors must do a walk through of both campuses before submitting a proposal.
- Vendors must bid on the entire proposal. The proposal should clearly indicate which items are included in the proposal.
- Copies of appropriate licensure should be included with the proposal.

1.8 Evaluation and Award Process

The following criteria will be used to evaluate proposals:

1. Eligible cost-30 points.
2. Ineligible cost-25 points.
3. Experience-20 points.
4. Location-15 points.
5. Reputation-10 points.

1.9 Process Schedule

- Proposals should be received no later than 12 noon, February 18, 2018.
- Proposal will be awarded on or before February 21, 2018.

Points of further contact:

Tanya Wilcher, Director of Programs
South Pike County School District
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Murfreesboro, AR 71958
Voice 870-285-2117 Fax 870-285-2276
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