

## **Bid Number 2018-19-01**

### **Request for Proposal (RFP): Eligible Internet Equipment, High Speed Broadband Switches, Supporting Software and Installation.**

Ford Heights School District #169 is seeking sealed bids for e-rate telecommunication equipment and installation of two (2), 48 port switches for the high speed broadband Network in the District's two schools and Central office.

The services for this broadband network must include all needed hardware, cabling, and software needed to operate/support these devices. The installation and configuration of any and all necessary ancillary devices/services to produce and operate such a system must be included in your bid.

The District's ubiquitous network will need the following components:

#### **2 HP J9772A 2530-48 G-PoE+48 Port Giga Switch**

The operation of any substitutions must be equal to or greater than the functionality of the items listed above.

Any needed network cabling shall be a minimum of Category 6 between routers, switches, and any other devices. Cable wire hangers shall be used as needed to insure that no damage shall occur to terminated ends, device connections and ceilings components.

All exposed cabling shall be encased in appropriate wire molding of a color determined by the District at the time of installation.

A vendor estimated overall network timeline for installation, including cabling runs, hardware installation/configuration must be submitted with your sealed bid. A schedule for all needed services must also be submitted with your sealed bid.

All work must be performed in a professional and workman like manner consistent within the industry at the time of installation.

The vendor also acknowledges that new models and software may be available at time of the installation of the network. The vendor must inform the District if the new upgrades are being installed. The District must approve all substitutions of the original bid.

The total cost for **ALL** services must be stated.

Any questions concerning these bids may be directed to Mrs. Coretta Jackson, Assistant Superintendent of Business Administration and Operations at 708-758-1370 ext. 13.

Contract start/end dates: 7/1/2018 to 6/30/2019

## **Bidders Walk Thru**

There will be one date for a **Bidders Walk Thru**. It will be held on **Thursday, December 14, 2017 at 10:00 a.m.** Central Standard Time for any interested bidders. Bidders are to report to the District Administrative Building.

**ATTENDANCE AT THE BIDDERS WALK THRU IS OPTIONAL.**

## **BID CLOSING**

Sealed bids will be accepted until **9:00 a.m. Central Standard Time on Thursday, January 18, 2018. No Bids will be accepted by Fax or E-mail. All bids MUST be in a sealed opaque envelope/package and delivered to the Administrative Building at:**

**Ford Heights School District 169**

**Administrative Building**

**910 Woodlawn Avenue**

**Ford Heights, Illinois 60411**

**Attention: Mrs. Coretta Jackson**

**Assistant Superintendent of Business Administration and Operations**

**In addition, each sealed bid should be clearly labeled with the following information:**

**The District assigned Bid Number, 2018-19-02**

**Vendor name and address**

## **BID OPENING**

**No Bids will be accepted by Fax or E-mail.** Sealed bids will be opened at **10:00 a.m.** Central Standard Time, on **Thursday, January 18, 2018**, in the conference room of the District Administrative Building. Bidders may attend the bid opening if desired.

***THIS PROJECT IS SUBJECT TO, AND CONTINGENT ON, E-RATE FUNDING APPROVAL BY THE UNIVERSAL SERVICE ADMINISTRATIVE COMPANY, SCHOOLS (USAC) and LIBRARIES PROGRAM. DENIAL OF USAC FUNDING TO THE DISTRICT WILL CANCEL THIS ORDER.***

***WORK SHALL NOT COMMENCE UNTIL USAC FUNDING HAS BEEN APPROVED.***

***Any substitutions, deletions or changes to this RFP must be disclosed at the time of the letting of the contract for this RFP. Any and ALL hardware, software, configuration, cabling, labor or installation costs required to implement compatibility or interfacing with***

*the District's existing networks hardware, software, cabling or operating systems are the responsibility of the vendor.*

*The District strongly recommends the vendor complete a site visit to identify any possible configuration/interfacing issues. The RFP contract will not be considered completed nor will funds be released until the District's network is fully functional.*

**The Board of Education of Ford Heights School District 169 reserves the right to waive, modify or reject any bid specifications, which are in the best interests of the District, on any or all bid submittals.**

**Please supply the following information, PLEASE PRINT**

Company Name \_\_\_\_\_

Address, Street \_\_\_\_\_

City, State, Zip \_\_\_\_\_

Contact person \_\_\_\_\_

Title \_\_\_\_\_

Phone number \_\_\_\_\_

E-mail address \_\_\_\_\_

Company SPIN No. \_\_\_\_\_

COMMENTS: Include any comments you wish to add clarity to your bid.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Bid price shall be in effect until \_\_\_\_\_**

**Estimated Project Completion Timeline in months/weeks \_\_\_\_\_**

**REFERENCES:**

**Company** \_\_\_\_\_

**Contact person** \_\_\_\_\_

**Phone number** \_\_\_\_\_

**Company** \_\_\_\_\_

Contact person \_\_\_\_\_

Phone number \_\_\_\_\_

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Phone number \_\_\_\_\_

**Company** \_\_\_\_\_

Contact person \_\_\_\_\_

Phone number \_\_\_\_\_

**IN ADDITION:**

**THE FOLLOWING BIDDERS FACT SHEET MUST BE COMPLETED AND INCLUDED IN YOUR BID PACKAGE SUBMITTAL.**

# Bidders Fact Sheet

ITEM	1 YEAR CONTRACT	COMMENTS
Total E-rate bid prices	Hardware/software/configuration \$ _____ Cabling \$ _____ All other Costs \$ _____ Grand Total \$ _____	All required parts and labor  Please itemize these costs.
Minority contractor	YES                  NO	Include minority firm certification documentation in bid.
Years in business, in this field	_____ YEARS	Include the years in business working in this field ONLY.
Vendor agrees to be paid through E-rate SPI Process.	YES                  NO	Following all USAC rules and regulations
Installation schedule	YES                  NO	Overall network estimated timeline for installation, including cabling runs, hardware installation/configuration and a schedule for all needed services.
How many miles is the vendor located from the School District .	_____ MILES	Goggle or Mapquest mileage
Have you ever done business with the District before?	YES                  NO	Include a list of the projects, the year the project contract was awarded, and the approximate cost.

COMMENTS: Include any comments you wish to add clarity to your bid.

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