

Brimley Area School District  
Request for Proposal  
“USF NETWORK SWITCHES RFP 526250000917014”  
470 Application # 526250000917014

**Instructions**

The Brimley Area School District is seeking bids from qualified firms. The district is requesting proposals on upgrading its local area network. These proposals should include equipment only. Local area network switches and wireless access points are required.

**Bid Submittal**

Questions pertaining to the RFP should be directed to Brian Komejan 906-248-3218, or [bkomejan@eup.k12.mi.us](mailto:bkomejan@eup.k12.mi.us) (email preferred).

Written responses to the RFP must be received by 12:00 pm, Wednesday, March 18, 2011. Proposals must be clearly marked “USF NETWORK SWITCHES RFP 526250000917014”.

All responses must be sent by mail or email to:

Brian Komejan  
Brimley Area School District  
7134 South Hwy M-221  
Brimley, MI 49715  
[bkomejan@eup.k12.mi.us](mailto:bkomejan@eup.k12.mi.us)

**Process for Submitting Proposals:**

Proposals shall be organized into the following sections to make it easier for the District to evaluate them.

- Table of contents with page numbers
- Company brief
- Summary
- Proposed configurations and costs
- Hardware and Software specifications where appropriate
- List of references
- Addendum

The proposal shall contain a cover letter made upon the letterhead of the respondent. An original plus one (1) copy of each proposal is required. Sealed proposals are to be delivered to the District on or before the Closing Date and Time. Proposals should be clearly marked - “USF NETWORK SWITCHES RFP 526250000917014”. Proposals received after the closing date and time will be rejected. Proposals must be accompanied

by a letter of transmittal which is signed by an authorized corporate individual. Proposals may be submitted via email.

## **Selecting Proposals**

1. Proposals will be selected using the following criteria (listed in order of importance) which is subject to review by our staff.
  - Conformity to Service Specifications (see specification page)
  - Price
  - Dealer Reputation for quality and service
  - Brand Reputation and Quality
  - Warranty/Service/Support
  - Product Availability and Delivery
  - Vendors adherence to bid specifications.
2. Alternatives, variations and exceptions must be clearly stated.
3. We reserve the right to consider proposals based on their relative merit, risk and value to our school district.
4. All quotes must be submitted with the understanding that implementation may be dependent upon E-rate funding approval by the SLD, and any required district board approvals.
5. The intent is that contingent contracts will be let between Mar 18, 2010 and Mar 23, 2011. Purchase of products and services must be between Jul 1, 2011 and Jun 30, 2012.
6. We reserve the right to negotiate with any vendor. The successful vendors may be asked to participate in negotiations and be asked to make revisions to their proposals based on these negotiations.
7. We reserve the right to cancel in part or all of this RFP if it is in the best interest of our students.
8. This RFP does not commit us to award a contract, to pay any costs incurred in the preparation of a response to this request, or to procure or contract for services or equipment.
9. Where the quantity purchased effects the price per unit, the vendor is to indicate the price break points in relation to the number of units.
10. Product pricing shall be in effect for the period covered by this USF application.
11. The vendor's proposal will indicate the product's availability and a delivery timetable.

12. Vendors must be an authorized re-seller of the products that they propose.
13. Vendors must list the certifications that they possess that are relevant to the products or work they propose.
14. Vendor must indicate and break out costs that are ineligible for e-rate discounts per the eligible services list.
15. In submitting a bid, each vendor represents that they have read and understand these requirements.

### **Rejection of Proposals**

The School District reserves the right to accept or reject any and all proposals and to waive any minor discrepancies or technicalities in the proposal or specifications, or in the event that the Universal Service Funding, which is required to complete this project fails, or when deemed to be in the best interest of the District.

### **Service Specifications**

- Network Switches:
  - Cisco series
  - 1 – 48 port 10/100/1000T + 4 1000SX switch
  - 4 – 48 port 10/100/1000T + 1 1000SX Standard Power over Ethernet
  - 1 – 24 port 10/100/1000T + 1 1000SX Standard Power over Ethernet
  - SX SFP modules to support connect between data facilities if not integrated into SX switches
  - 4 – 3 meter LC-ST Duplex fiber patch cables
- Wireless Access Points:
  - Cisco series
  - 30 – Supporting B/G/N
  - Must support power over Ethernet
  - Lightweight with controller or unmanaged options will be considered
  - Ruckus Wireless will also be considered