

# **Mountain Home School District 193**

## **Request for Proposals For Procurement and Installation of Wireless Access Points**

**February 2018**

# TABLE OF CONTENTS

1. INTRODUCTION AND GENERAL CONDITIONS .....	4
1.1 DEFINITIONS .....	4
1.2 PROPOSALS .....	4
1.3 INDEMNIFICATION AND HOLD HARMLESS .....	5
1.4 CONFLICT OF INTEREST .....	5
1.5 GOVERNING LAW .....	5
1.6 COMPLIANCE WITH DISTRICT REGULATIONS .....	5
1.7 UNIVERSAL SERVICE (E-RATE) REQUIREMENTS .....	5
1.8 COSTS AND ATTORNEYS' FEES .....	8
1.9 SANCTIONS FOR BREACH OF PERFORMANCE .....	8
1.10 DIRECTION OF PERFORMANCE .....	8
1.11 SEVERABILITY .....	8
2. GENERAL INFORMATION .....	9
2.1 INTENTION .....	9
2.2 BIDDER QUALIFICATIONS .....	9
2.3 CURRENT ENVIRONMENT/PROJECT SUMMARY .....	9
2.4 SCOPE OF WORK .....	10
2.5 CONTRACTOR INSURANCE .....	10
2.6 <b>PERFORMANCE AND PAYMENT BONDS</b> .....	10
2.7 <b>BIDDER'S SECURITY</b> .....	11
2.8 PROPOSAL QUOTATION .....	11
2.9 PROPOSAL RESPONSE FORMAT .....	11
2.10 EXCEPTIONS/VARIANCES .....	12
2.11 PROPOSAL CHANGES OR WITHDRAWAL .....	12
2.12 PROPOSAL DELIVERY .....	12
2.13 ANTICIPATED TIMELINE .....	12
2.14 LATE DELIVERY COMPLETION .....	12
2.15 QUESTIONS .....	12
2.16 MATERIAL SAFETY DATA SHEETS .....	13

3. SPECIFICATIONS _____	13
<b>3.1 EQUIPMENT REQUIREMENTS .....</b>	<b>13</b>
<b>3.2 EXECUTION .....</b>	<b>13</b>
4. EVALUATION CRITERIA AND PROPOSAL AWARD _____	13
5. DELIVERY _____	14
6. ADDITIONAL INFORMATION _____	14
7. RESERVATION OF RIGHT TO REJECT PROPOSALS _____	14
8. PROPOSAL AND CONTRACT FORM _____	15
9. PROPOSAL RESPONSE EXCEPTION FORM _____	17

# REQUEST FOR PROPOSALS

Procurement and Installation of Wireless Access Points  
for Mountain Home School District 193  
Proposal Deadline: March 2, 2018, 4:00 p.m.

## 1. INTRODUCTION AND GENERAL CONDITIONS \_\_\_\_\_

Mountain Home School District 193 will be accepting sealed proposals at the office of the Clerk of the Board, located at the District Administrative Center at 470 N. 3<sup>rd</sup> E., on or before the 2nd day of March, 2018, until the hour of 4:00 p.m. of said day for the **PROCUREMENT AND INSTALLATION OF WIRELESS ACCESS POINTS**.

**Proposals will be opened at the District Administration Center at 9:00 a.m. on the 5<sup>th</sup> day of March, 2018. All interested individuals are invited to attend.**

ALL REQUESTS FOR PROPOSALS ISSUED BY MOUNTAIN HOME SCHOOL DISTRICT 193 SET FORTH BELOW WILL BIND BIDDERS AND SUCCESSFUL BIDDERS TO THE CONDITIONS AND REQUIREMENTS SET FORTH HEREIN, AND SUCH CONDITIONS AND REQUIREMENTS SHALL FORM AN INTEGRAL PART OF THE CONTRACT TO BE AWARDED BY THE DISTRICT.

### 1.1 DEFINITIONS

"WAP"	Wireless Access Point
"WLAN"	Wireless Local Area Network
"POE"	Power over Ethernet
"Proposal"	An offer to furnish materials in accordance with this Request for Proposals (RFP).
"Bidder"	Any individual, company or corporation submitting a proposal.
"Proposal and Contract Form"	The form contained herein which must be utilized to submit the Bidder's proposal.
"Contractor"	Any Bidder to whom an award is made by the District; also called "Successful Bidder."
"Contract"	The Contract shall consist of the District's Notice of Award, together with a District purchase order, the Contractor's Contract (if applicable) and this Request for Proposals, cumulatively referred to herein as the "Contract."

### 1.2 PROPOSALS

- a) All proposals must be submitted in writing and in accordance with instructions provided by the District.
- b) Proposals received after the time stated in the notice to Bidders will not be considered. Such proposals will be returned unopened to the Bidder. The Bidder assumes the risk of any delay in the mail or in the handling of the mail by employees of the District.

**Whether sent by mail or by means of personal delivery, the Bidder assumes responsibility for having their proposal deposited on time at the place specified.**

- c) General and special instructions, in connection with each item against which a proposal is submitted, must be given to constitute a proposal.
- d) The submission of a proposal will be construed to mean that the Bidder is fully informed as to the extent and character of the supplies, materials, equipment, and services in complete compliance with the specifications.
- e) No charge will be allowed for federal, state, or municipal sales and excise taxes since the District is exempt from such taxes. The proposal price shall be net and shall not include the amount of any such tax.
- f) In all specifications, the words "or equal" are **INCORPORATED BY REFERENCE WITH** each item description. The decision of the District as to whether an alternate or substitution is in fact "equal" shall be final.
- g) Prices shall be net.

### **1.3 INDEMNIFICATION AND HOLD HARMLESS**

The Contractor shall indemnify and hold harmless the District and its Boards of Trustees, officers, employees, agents, representatives and volunteers from all suits, actions, losses, damages, claims, or liability of any character, type, or description, including but not limited to, all expenses of litigation, court costs, penalties, and attorneys' fees whatsoever of any kind or nature, arising directly or indirectly from the negligence of the Contractor, its agents, servants, employees, persons or entities engaged as independent contractors by the Contractor and suppliers, provided, however, that the Contractor shall not be required to indemnify for the following:

- a) acts or conduct by third parties, other than the District and its Boards of Trustees, officers, employees, agents, representatives and volunteers, not under the control of the Contractor, except for persons or entities engaged as independent Contractors by the Contractor; or
- b) acts of intentional misconduct or negligence by the party to be indemnified.

### **1.4 CONFLICT OF INTEREST**

The Contractor hereby represents, covenants and agrees that there is no officer or employee of the District forbidden by law to be interested in the Contract, either directly or indirectly, who will benefit therefrom.

### **1.5 GOVERNING LAW**

The Contract shall be governed by and construed in accordance with the laws of the State of Idaho. Any litigation or other proceeding arising under the Contract shall be commenced in a court of appropriate subject matter jurisdiction in the State of Idaho with venue in Elmore County.

### **1.6 COMPLIANCE WITH DISTRICT REGULATIONS**

The Contractor shall cause all persons performing work to comply with all instructions pertaining to conduct and building regulations issued by the District.

The Contractor shall cause all such persons to preserve and protect all confidential information of the District to which they may have access during the performance of work. The District may promulgate and modify the rules and regulations relating to the conduct of the Contractor and all persons performing work under the Contract as the District, in its sole discretion, may determine. The Contractor shall cause all persons performing work to comply with such modifications.

### **1.7 UNIVERSAL SERVICE (E-RATE) REQUIREMENTS**

To warrant consideration for an award of contract resulting from this Request for Proposal, vendors must agree to participation in the Universal Service Support Mechanism for Schools and Libraries (commonly known as "E-rate") as provided for and authorized under the federal Telecommunications Act of 1996 (Reference 47 U.S.C. § 254, "Universal Service"). Vendors acknowledge that any contractual relationship resulting from this solicitation of proposals may be partially or entirely dependent upon the successful receipt of Universal Service Fund ("USF") subsidies. To ensure compliance with all applicable USF regulations, program mandates and auditing requirements, vendors must comply with the following:

- **USF Knowledge**  
Vendor shall have, at a minimum, a working knowledge of the federal Universal Service Support Mechanism for Schools and Libraries (commonly known as “E-rate”).
- **USF Registration**  
Vendor shall submit with its proposal a valid Service Provider Identification Number (“SPIN”) and a valid Federal Communications Commission Registration Number (“FCCRN”).
- **USF Participation**  
Vendor shall agree to participate in the E-rate Program and to cooperate fully and in all respects with the District, the Universal Service Administrative Company (“USAC”), and any agency or organization administering the E-rate Program to ensure that the District receives all of the E-rate funding for which it has applied and to which it is entitled in connection with Vendor’s services and/or products.
- **Lowest Corresponding Price**  
The Lowest Corresponding Price Rule (“LCP Rule”), 47 CFR § 54.511 (b), prohibits Vendor from ever charging the District more for E-rate eligible goods or services than it charges similarly situated non-residential customers for similar goods or services, unless it can prove that the lowest corresponding price (“LCP”) is not “compensatory.”
  - The District is not obligated to ask for the LCP; it must receive it.
  - If, at the time of delivery, the LCP is lower than the agreed-upon price, Vendor must charge the LCP.
  - Promotional rates that Vendor offers for a period of more than 90 days must be included among the comparable rates upon which the LCP is determined.
  - There is a rebuttable presumption that rates offered within the previous three years are still compensatory.
  - Vendor may not avoid the LCP Rule by arguing that none of its non-residential customers are identically situated to the District or that none of its contracts cover goods or services identical to those sought by the District.
  - The FCC will permit Vendor to charge the District more than the LCP only when it can prove to the agency that the LCP is not “compensatory” – i.e., that it will face demonstrably and significantly higher costs to provide its goods and/or services to the District than it would to provide similar goods and/or services to similarly situated non-residential customers. Some factors that could affect the cost of service are volume, mileage from facility, and length of contract.
- **USF Documentation**  
Vendor shall provide to District staff and/or the District’s E-rate consultant within a commercially reasonable period of time, all of the information and documentation that the Vendor has or that Vendor reasonably can acquire that the District may need to prepare its E-rate applications and/or to document transactions eligible for E-rate support.
- **Invoicing Procedures**  
Vendor shall itemize, price, and invoice separately any materials or services that are ineligible for E-rate funding. Vendor must include the following information on all invoices to the District for E-rate eligible equipment and/or services:
  - Date of invoice
  - Date(s) of service
  - Funding Request Number (“FRN”)
  - Vendor’s signature on invoice attesting to the accuracy and completeness of all charges
  - Detailed description of services performed and materials supplied that matches District’s contract specifications, Form 470 and Form 471 descriptions of same
  - Clear, concise breakdown of amount(s) to be billed to USAC (discounted portion of eligible charges) and amount(s) to be billed to the District (non-discounted amount of eligible charges)

- Invoice on Vendor’s letterhead or on a Vendor-generated form
  - District’s Billed Entity Number
  - District’s Federal Communications Commission Registration Number
  - Proper E-rate discount percentage as set forth by the applicable FRN and USAC funding commitment decision letter (“FCDL”)
- **USF Discounted Invoicing and Reimbursement Processes**

Vendor shall, at the District’s request, either (a) invoice the District only for the non-discounted amounts due on E-rate-approved transactions and simultaneously invoice the Universal Service Administrative Company (“USAC”) for the balance [Discounted Invoice Process] or (b) remit to the District within twenty days of receipt the reimbursement payments it receives from USAC or any other third-party payer for the discounted portions of E-rate-approved transactions involving the District [Reimbursement or “BEAR” Process].

    - **Discounted Invoice Process**
      - Invoicing

Within fourteen (14) days from the date that Vendor delivers to the District, E-rate approved materials or services, when delivery of such services triggers a payment obligation under Vendor’s contract with the District, Vendor must invoice the District for its share of the pre-discount cost of those materials or services.
      - Timely Filing

Vendor shall be solely responsible for timely filing invoices with USAC. Accordingly, Vendor understands and agrees that District will NOT be liable to Vendor and Vendor shall have no recourse against the District for any discounted amount that Vendor submits late to USAC for payment, if USAC refuses to pay the invoice due to late filing.
      - Invoice Rejection

Vendor understands and agrees that District shall not be liable to Vendor and Vendor shall have no recourse against the District for any discounted amount that Vendor submits to USAC for payment if Vendor is at fault for USAC’s refusal to pay; if the District is at fault, the District shall not be liable to Vendor and Vendor shall have no recourse against the District for the amount at issue until both the District and the Vendor have exhausted their administrative remedies of appeal to USAC and/or the FCC.
      - District Approval

Vendor shall submit to the District for its review and approval before submitting it to USAC for payment, a copy of every invoice that Vendor intends to submit for services that it has provided or, in appropriate circumstances, will be providing to the District. The District shall not unreasonably delay or withhold approval of Vendor’s USAC invoices. As Vendor is solely responsible for timely filing invoices with USAC, it understands that it must submit invoices to the District sufficiently in advance of any USAC filing deadline to ensure there will be adequate time remaining for it to meet the USAC filing deadline after the District has had a reasonable opportunity to review and approve them.
    - **Reimbursement Process**
      - Twenty Days

Vendor understands that E-rate Program rules require it to remit a reimbursement payment to the District within twenty (20) days of receiving it from USAC.
      - Liquidated Damages

Vendor further understands that it may not withhold a reimbursement payment from or refuse to remit such a payment to the District for any reason. Moreover, Vendor understands and agrees that its failure to make a reimbursement payment to the District in a timely manner will adversely affect the District’s operations, but that the resulting damages will be impossible to ascertain with any degree of certainty. Vendor therefore agrees that if it fails to remit to the District a reimbursement payment within forty-five (45) days after receiving it from USAC, Vendor will pay to the District as liquidated damages a total of \$500 per day for each day that lapse without payment after the 45th day.
    - **Delayed USF Funding Commitment**

Vendor understands that, due to circumstances beyond the District’s control, the District may not receive an E-rate funding commitment by the beginning of the E-rate funding year, July 1, for the

services it intends to purchase from Vendor during that funding year.

- **Retroactive Invoicing**

When E-rate funding is approved, Vendor shall invoice USAC for the discounted amount the District is owed retroactive to July 1st of the funding year or to whenever approved service to the District began, whichever date is later.

- **USF Audit and Document Retention Requirement**

Vendor shall maintain all bids, quotes, records, correspondence, receipts, vouchers, delivery information, memoranda and other data relating to Vendor's services to the District. All such records shall be retained for ten (10) years following completion of services and shall be subject to inspection and audit by the District. Vendor shall include in all subcontractor agreements for services, provisions requiring subcontractors to maintain the same records and allowing the District the same right to inspect and audit those records as set forth herein.

- **Contract Term Modification**

The District will reserve the right to extend or abbreviate the contract period if such extension or abbreviation is necessary to make the Contract term coincide with an E-rate "program year" or an extended service end date for an E-rate program year pursuant to a "service delivery deadline extension," as those terms are defined by the Federal Communications Commission ("FCC") and/or the Universal Service Administrative Company ("USAC").

## **1.8 COSTS AND ATTORNEYS' FEES**

Should legal action be necessary to enforce the terms of the Contract, the prevailing party shall be entitled to its reasonable costs and attorneys' fees.

## **1.9 SANCTIONS FOR BREACH OF PERFORMANCE**

In the event of the Contractor's failure to perform any provisions in the Contract, the District may impose sanctions and seek redress for losses incurred, as appropriate, including, but not limited to, serving notice of default and causing cancellation, suspension, termination, or forfeiture of the Contract, in whole or in part, as the interests of the District dictate.

If the Contractor violates any terms of their proposal, the Contract, school board policy or any law, the District may procure the goods or service from other sources without such procurement constituting an event of default under the Contract and the District reserves all of its rights and remedies thereunder for such breach. Contractor shall not be entitled to any un-earned amounts. In addition, the District has the right to disqualify said Contractor from bidding for a period to be determined at the sole discretion of the District. Proposals from disqualified Bidders will not be accepted during the period of disqualification.

## **1.10 DIRECTION OF PERFORMANCE**

The Contractor agrees to use its best efforts and diligence in mutual good faith to promote the best interest of the District. The District will provide general guidance concerning performance of the duties called for herein; the Contractor shall be exclusively responsible for management of its employees and equipment in performance of the terms of the Contract.

## **1.11 SEVERABILITY**

In the event that any provision of the Contract shall be held unenforceable or invalid by a court of competent jurisdiction, the provisions not affected by said decision shall remain in full force and effect.



## 2. GENERAL INFORMATION \_\_\_\_\_

### 2.1 INTENTION

It is the intent of the District to enter into a Contract with a single qualified public works contractor for the procurement and installation of wireless access points, that meets or exceeds the requirements set forth in Section 3 – Specifications of this RFP. The Contract will be awarded to the responsive Bidder with the lowest Total Proposal

Amount. To be responsive, the Bidder must comply with all District bidding procedures and the proposal specifications and requirements as set forth herein. If two responsive Bidders provide the same lowest overall proposal amount, the District may select the Successful Bidder in its sole and absolute discretion.

At the District's discretion, additional wireless access points may be purchased during the time period identified in this RFP, depending on the prices and terms received in the successful proposal. If the District exercises its option to purchase additional quantities of the equipment specified in this Request for Proposal, the Contractor will honor the pricing on the line item for the amount of time designated in each line item's specifications. Should the price of the line item decrease, the Contractor will notify the District of the price reduction and offer the items at the reduced price.

### 2.2 BIDDER QUALIFICATIONS

This is a public works project. Bidder must be currently licensed and insured in the State of Idaho as a public works contractor, possessing a valid Type 4-Specialty Construction license that includes a 16700 Communication category in it. **Bidder must submit a photocopy of their currently valid public works license with their bid. Any bids that do not meet this license requirement shall not be considered and shall be rejected as nonresponsive. Expired licenses are not considered valid. Said license must be issued in the name of the Bidder as identified in the Bid Response Form; licenses held in the names of other parties who may plan to work with the Bidder on the project, such as subcontractors, etc., are not acceptable.** In addition, Bidder must meet all the requirements contained in Section 3 Specifications. The District reserves the right to reject all Bids.

Bidder must have at least 3 years of experience in wireless installation.

Bidder cannot have been previously deemed disqualified by the District from bidding due to any reason.

Bidder must submit at least 2 references for similar projects using the system specified herein, preferably from other school Districts of similar size.

### 2.3 CURRENT ENVIRONMENT/PROJECT SUMMARY

The District currently has full WLAN coverage throughout its sites, utilizing state provided wireless access points, typically with one wireless access point per each two classrooms. This project will replace existing wireless access points at the District's two high schools listed below, and add additional access points to allow coverage for all areas and density at -70db or better. Hallways and common areas should also have adequate coverage. All existing wireless access points shall be removed by Contractor, at Contractor's time and expense, and provided to the District for installation elsewhere. Each site is a mixture of various construction types. All wiring closets have Cisco and/or Juniper network switches with sufficient POE and bandwidth for this application. Horizontal cabling will also be installed by vendor as needed. See Section 3 for more specifications regarding equipment. Both schools will be one-to-one with computing devices. Expected number of wireless network devices: Mountain Home High School: 2,000, Bennett Mountain High School: 200.

The Mountain Home School District consist of 8 schools, including 1 high school, 1 alternative high school, 1 middle school, and four elementary schools. Current building maps with existing and desired WAP locations available upon request. For the scope of this RFP, all schools except the high schools will be excluded.

Bennett Mountain High School	560 E. Jackson St.	Mountain Home, ID 83647
Mountain Home High School	300 S 11 <sup>th</sup> E	Mountain Home, ID 83647

### 2.4 SCOPE OF WORK

The Bidder shall provide

- All WAPs for each location and required associated hardware
- Removal of existing WAPs
- Installation of new WAPs
- Cable installation and connection to IDF or MDF
- Maps indicating final WAP locations
- All configuration and testing
- Final O&M manuals, warranty information

## 2.5 CONTRACTOR INSURANCE

The Contractor, at its sole cost and expense, shall obtain and maintain during all initial testing and installation and for up to five (5) years following Finalization of Installation (defined below), a certificate or certificates of the following insurance:

Commercial general liability insurance with a combined single limit of two million dollars (\$2,000,000) each occurrence for bodily injury and property damage. The District shall be added as an “additional insured” on the general liability policy with respect to the services provided under the contract.

**Contractor shall furnish the District with certification of insurance evidencing such coverage and endorsements prior to commencement of services under the contract.** If the insurance as evidenced by the certificates furnished by the Contractor expires or is canceled during the term of the contract, services and related payments will be suspended.

## 2.6 PERFORMANCE AND PAYMENT BONDS

In connection with Idaho Statute 54-1926, all bids submitted for this public works project must include performance and payment bonds payable to Mountain Home School District 193 as follows:

- a) A performance bond equal to 85% of the **Total Proposal Amount** as specified in the Proposal and Contract Form, conditioned upon the faithful performance of the contract in accordance with the plans, specifications and conditions thereof. Said bond shall be solely for the protection of the District.
- b) A payment bond equal to 85% of the **Total Proposal Amount** as specified in the Proposal and Contract Form, solely for the protection of persons supplying labor or materials, or renting, leasing, or otherwise supplying equipment to the Contractor, or his subcontractors for such contract.

Each bond shall be executed by a surety company or companies duly authorized to do business in the state of Idaho, or the Contractor may deposit any of the type of government obligations listed in subsection (2)(h) of section 54-1901 of Idaho Statute.

## 2.7 BIDDER'S SECURITY

**In connection with Idaho Statute 67-2806(2) (d), all proposals shall contain one of the following forms of Bidder's security in an amount equal to five percent (5%) of the Total Proposal Amount stated on the Proposal and Contract Form:**

- a) **Cashier's Check** made payable to Mountain Home School District 193;
- b) **Certified Check** made payable to Mountain Home School District 193; or
- c) **"Bidder's Bond"** executed by a qualified surety company, made payable to Mountain Home School District 193.

**A proposal will not be considered unless one of the forms of security is enclosed with said proposal.**

If the selected Contractor fails to execute the Contract according to the Contract terms, the amount of Bidder's security shall be forfeited to the District. Security advanced by any Bidder who is not awarded the Contract will be returned via U.S. certified mail with return receipt and postmarked within five (5) days after the District's acceptance of the successful proposal at the Board of Trustees meeting.

## 2.8 PROPOSAL QUOTATION

Proposals must be submitted on the Proposal and Contract Form contained herein. Proposal price quotations shall include new—not used—materials, labor, permits (if applicable), and all handling, preparation, delivery, and installation costs (FOB: destination) and any other associated costs required to complete the delivery according to proposal specifications.

Prices quoted shall reflect the District's tax-exempt status.

All submitted proposals must provide at a minimum, all requested information in this RFP. **Any portion not included will be cause for elimination from the selection process.** Each response will be reviewed to determine if it is complete prior to actual evaluation. The information should be organized as indicated in the RFP requirements. The District reserves the right to eliminate from further consideration any proposal which is deemed to be substantially or materially unresponsive to the request for information contained in this section.

When applicable, in the case of errors in the extension of a unit price, the unit price will prevail.

## 2.9 PROPOSAL RESPONSE FORMAT

In addition to the foregoing requirements, the District will accept and evaluate proposals that meet the minimum requirements set forth in Section 3—Specifications. Proposals shall be completed insofar as possible on the enclosed Proposal and Contract Form and signed by the Bidder's authorized representative. In addition to the required specifications contained in Section 3, all proposals shall also include the following information in as detailed a format as is possible:

- a) All costs must be included in the Bidder's proposal. Bidders shall provide summary information on the provided Proposal and Contract Form as well as detailed, itemized costs, if applicable.
- b) Provide a description of all equipment specifications, including model names and quantities, relevant components, warranty information and diagrams. Refer to Section 3—Specifications for full requirements related to equipment.
- c) When a particular brand and number are named in connection with any item, it is named as a standard of quality and utility only. A Bidder may submit a proposal to furnish an item other than that named, but the item offered by the Bidder must state in the Proposal Response Exception Form the brand with its number, if any, which Bidder will furnish. The District shall be the sole judge of whether an offered item is an equal substitute for the named item. If the Bidder fails to write in the brand and number of the item to be furnished, it is understood that the Bidder will furnish the item named by the District as the standard of quality and utility.
- d) ALL limitations, expectations, guarantees, warrantees, securities, waivers, and/or agreements that the Bidder

expects the District to agree to or comply with must be specified within the proposal.

e) Provide a description of the delivery timeline.

**2.10 EXCEPTIONS/VARIANCES**

All exceptions or variances to the proposal specifications must be clearly noted in writing on the Proposal Response Exception Form. Failure to do so is cause for rejection of a proposal. Specific brand names are given as an example of quality and include by reference other such brands as are equal to the description provided.

**2.11 PROPOSAL CHANGES OR WITHDRAWAL**

All changes and/or erasures shall be made before the designated date and time of proposal opening and initialed by Bidder's authorized representative. Proposals may not be withdrawn after the time set in the notice for the opening of proposals.

**2.12 PROPOSAL DELIVERY**

All proposals are deemed final upon receipt by the District and shall be delivered in a sealed envelope to:

William Goodman, Director of Technology  
Mountain Home School District 193  
470 N. 3<sup>rd</sup> E.  
Mountain Home, Idaho 83647

Envelopes containing proposals shall be clearly marked **“SEALED PROPOSAL – PROCUREMENT AND INSTALLATION OF WIRELESS ACCESS POINTS.”** Proposals will not be accepted via fax or e-mail.

**2.13 ANTICIPATED TIMELINE**

RFP Issued	February 2, 2018
Deadline to Submit Proposals	March 2, 2018, 4:00 p.m., M.S.T.
Bid Opening	March 5, 2018, 9:00 a.m., M.S.T.
Board Approval of Proposal	March 20, 2018, Board of Trustees Meeting
Notice of Award of Proposal	March 21, 2018
Installation Start Date	May 29, 2018
Required Project Completion Date	August 1, 2018

**2.14 LATE DELIVERY COMPLETION**

The timely completion of this work/delivery is essential to the District. The District will incur serious and substantial damages if the work/delivery is not completed by the Required Project Completion Date. The parties recognize and agree that damages would be difficult if not impossible to determine in advance and could include factors such as personnel and overtime costs, transportation costs, additional design fees, temporary replacement service costs, governmental fees, and lost opportunities. The parties recognize and agree that the District *may*, as a form of liquidated damages, assess the Contractor one-eighth of one percent (.125%) of the total proposal award amount per day for each day beyond the Required Project/Delivery Completion Date until completion, which amount shall be a credit upon the amount owing by the District or if all sums owing by the District have been paid in full said amount shall be refunded to the District by the Contractor; provided that, however, the election of this liquidated damages provision shall not limit any other rights or remedies available to the District, by judicial proceedings or otherwise, including to enforce the performance or observation of the covenants and agreements contained in any other section of this Agreement.

**2.15 QUESTIONS**

Questions concerning this RFP shall be directed to:

William Goodman, Director of Technology  
Mountain Home School District 193

## 2.16 MATERIAL SAFETY DATA SHEETS

Material Safety Data Sheets are required for all hazardous and toxic substances.

## 3. SPECIFICATIONS \_\_\_\_\_

### 3.1 MINIMUM EQUIPMENT REQUIREMENTS

Bidder shall provide an appropriate number of Wireless Access Points (WAPs) and shall honor the proposal price until June 1, 2019, for any additional units the District may opt to purchase.

- 802.11AC wave 2 wireless standard capable
- 1 Gbps wired network port
- Adherence to current security standards
- Power over Ethernet (POE) capable
- Provide coverage with density at -70db or better
- Provide quality usable capacity to allow 35 students per classroom to access online educational resources without interruption, including streaming video where applicable to all required users and access all necessary educational material simultaneous in a one-to-one educational environment including video streaming, and state mandated testing.
- Provide seamless roaming between all physically connected areas.
- Provide quality usable capacity to 500+ simulation connections in gyms and cafeterias to access online educational resources without interruption, including streaming video where applicable to all required users and access all necessary educational material simultaneous in a one-to-one educational environment including video streaming, and state mandated testing.
- Maintain compatibility with the current district infrastructure
- Capable of central management
- 3-year hardware warranty

### 3.2 EXECUTION

- WAPs shall be mounted to ceiling, utilizing ceiling grid where available
- Where ceiling installations are not advisable, mount WAP near ceiling
- Existing WAPs should be removed and replaced
- Install Horizontal cabling
- WAPs shall be configured, labeled, and tested

## 4. EVALUATION CRITERIA AND PROPOSAL AWARD \_\_\_\_\_

The District will award the proposal in accordance with Idaho Code to the qualified Bidder who is the most responsive to the District's bidding procedures and specifications and who has submitted the lowest Total Proposal Amount. To be considered responsive, Bidder must comply with District's bidding procedures and the bidding requirements as set forth herein. The District reserves the right to reject all proposals submitted in its sole and absolute discretion.

Proposals shall be evaluated on the following criteria. Multiple configuration and pricing options offered by any Bidder may be evaluated separately, on a case-by-case basis.

<b>Total Cost</b>	<b>35%</b>
<b>Services Match Current and Future Needs</b>	<b>30%</b>
<b>Bidder references and professional reputation</b>	<b>20%</b>
<b>Incident/Inquiry Response Time</b>	<b>15%</b>

- **Total Cost:** How much does the product or service cost in comparison to that of other vendors? Lower cost =

higher score.

- **Services Match Current and Future Needs:** Best match now and for the foreseeable future.
- **Reliability of Vendor:** What are the statistics for reliability? Is the vendor a startup company?
- **Incident/Inquiry Response Time:** How soon does the vendor respond to questions and/or trouble tickets? Does the vendor remain engaged in the issue until it is resolved?

Prior to awarding the proposal selected by the evaluation team to the Successful Bidder, the proposal must be reviewed and approved by the District's Board of Trustees. After Board approval, all Bidders that submitted a proposal will be notified of the proposal award results. Any non-bidders requesting bid results must file a public records request with the Clerk of the Board.

The Contract shall consist of the District's Notice of Award, together with a District purchase order, the Contractor's Contract (if applicable) and this RFP (cumulatively referred to herein as the "Contract").

## 5. DELIVERY \_\_\_\_\_

Time is of the essence. Installation may begin on May 29, 2018, and must be complete by August 1, 2018, unless a later date is approved by the District. Storage space will be supplied by the District (if applicable). Contact the District representative listed in this RFP for preferred storage location. The storage location will be in the city of Mountain Home.

Adjusted deadlines may be requested by the Contractor after the Proposal is awarded to accommodate unforeseeable setbacks related to coordination with other ongoing projects. Approval of such requests is left to the sole and absolute discretion of the District. In the event the August 1, 2018, deadline cannot be met, an alternate delivery date must be specified on the Proposal and Contract Form and may be a basis for the District to reject the proposal. All goods and services received are subject to inspection and acceptance by the authorized representative of the Technology Department.

## 6. ADDITIONAL INFORMATION \_\_\_\_\_

Should a Bidder require additional information, which cannot be provided by Karen Dolan, Technology Support, with regard to the goods and/or services described in this Request for Proposals or the terms and conditions of same, Bidder should contact **William Goodman at (208) 580-9680**. Any and all changes to these specifications are valid only if they are inserted into the proposal by a written addendum to all Bidders.

## 7. RESERVATION OF RIGHT TO REJECT PROPOSALS \_\_\_\_\_

The District reserves the right to reject all proposals, to waive informalities, to accept the proposal(s) deemed best overall for the District, to reissue the Request for Proposals, or to take no further action.

8. PROPOSAL AND CONTRACT FORM \_\_\_\_\_

Procurement and Installation of Wireless Access Points  
 for Mountain Home School District 193  
 Proposal Deadline: March 2, 2018, 4:00 p.m.

WHEREAS, the District has duly asked for proposals for the supply of goods and/or services in accordance with the  
 aforementioned specifications;

The person or entity below does irrevocably offer to perform the services and/or furnish the goods in accordance with the terms  
 and specifications which are hereby incorporated by reference in exchange for the proposal price below;

This offer shall remain open and irrevocable until the District shall transform the proposal into a contract.

Proposal prices shall include new – not used materials, labor, permits (if applicable), and all handling, preparation, delivery, and  
 installation costs (FOB: destination) and any other associated costs required to complete the project according to proposal  
 specifications. Proposal prices shall reflect the District’s tax-exempt status. When applicable, in the case of errors in the  
 extension of a unit price, the unit price will prevail.

**BIDDER INFORMATION (Please print)**

Bidder Company Name	Address
Bidder’s Authorized Agent Name (Please print)	
Signature Authorized Agent	
Date	Phone
Email (Required)	Fax

\_\_\_\_\_(Bidder Initials) **Yes, Bidder hereby certifies that projects will be complete by date specified in  
 proposal documents.**

\_\_\_\_\_(Bidder Initials) **No, Bidder cannot complete projects by date specified in proposal documents.**

**Alternate completion date submitted is:** \_\_\_\_\_.

**PROPOSAL PRICE (TO BE HONORED UNTIL JUNE 1, 2019, FOR OPTIONAL, ADDITIONAL UNITS)**

<b>WIRELESS ACCESS POINTS</b>			
<b>Line Item</b>	<b>Unit Price</b>	<b>Quantity</b>	<b>Extended Price</b>
<b>1.</b> Wireless Access Points	\$		\$
<b>2.</b> Central Controller	\$		\$
<b>3.</b> Cable runs from access points to IDF or MDF	\$		\$
<b>4.</b> Removal of existing WAPs			
<b>TOTAL PROPOSAL AMOUNT</b>			\$



9. PROPOSAL RESPONSE EXCEPTION FORM \_\_\_\_\_

Procurement and Installation of Wireless Access Points  
for Mountain Home School District 193  
Proposal Deadline: March 2, 2018, 4:00 p.m.

**ITEM** \_\_\_\_\_

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(Please make extra copies of form if necessary.)