

Washougal School District Technology RFP (WSD-2024-E1)

Introduction

The Washougal School District (“the District”) is seeking bids for our Universal Service Fund “E-Rate” application for our school district.

The district requests proposals for the following services described in the attached specifications from interested persons (“the Vendor” or “the Contractor”). The vendor can choose to bid any individual project, but must bid all of the parts of that group of work to be considered. The district reserves the right to reject any and all proposals, waive any technicalities, and award all or part of the contract in a manner that is in the best interest of the Washougal School District.

NOTE: If bidding multiple projects, please provide a subtotal for each project, including any shipping charges and **sales tax** by project.

All aspects of each project, product or service must comply with the Federal Communication Commission’s competitive RFP requirements for the Universal Service Fund (USF) support and services, as well as Washington state law and Washougal School District board policy. Vendors bidding on E-rate projects, products or services must include their Service Provider Identification Number (SPIN) as part of their response.

The contractor certifies by submission of a Proposal that to the best of its knowledge/belief its principals are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded for the award of contracts by any Federal governmental agency or department. Further, Contractor certifies it is not presently indicted for, or has not within a three year period preceding this Proposal been convicted of, or had a civil judgment rendered against it for commission of, fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public transaction or contract.

If a Contractor is unable to certify such information, the Contractor shall submit an explanation of why it cannot provide the certification. Such information will be used to determine whether the Proposal shall be deemed responsive. If it is later determined that the Contractor knowingly rendered an erroneous certification, in addition to any other remedies available to the WSD, the WSD may terminate this transaction for default. If a Contractor becomes debarred or suspended anytime after the RFP has been submitted, it is the responsibility of the Contractor to notify Washougal School District of this change.

Other information may be made by contacting the Technology Director.

Technical Contact for this RFP is:

Lester Brown

Director of Communications & Technology

Washougal School District

360-954-3037

erate@washougalsd.org

Timeline:

| | |
|-------------------------------------|--------------------------|
| Release of RFP | 12-12-2023 |
| Deadline for Proposals | 1-12-2024 at 12:00:00 PM |
| Evaluation of Responses | 1-12-2024 |
| School Board Approval (if required) | 1-23-2024 |

Projects, products and services are for these locations:

Washougal School District BEN # 145371

- Washougal High School
- Jemtegaard Middle School
- Columbia River Gorge Elementary School
- Hathaway Elementary School
- Gause Elementary School
- Cape Horn-Skye Elementary School
- Canyon Creek Middle School

Evaluation Criteria:

In keeping with the guidelines of the USAC and school board policy, this RFP will be awarded to the most cost effective provider. Price will be the primary factor, but may not be the only factor, in evaluating the proposals. Other factors may be prior experience including past performance, technical qualifications, compatibility and interoperability with existing district equipment and training, or management capability. The district does not guarantee any award of contract by submitting an RFP. Incomplete proposals or those lacking required information will not be considered.

| Factor | Weight | Score |
|---|--------|-------|
| Cost Effectiveness | 65% | |
| Prior Experience | 10% | |
| Technical qualification and compatibility with existing district infrastructure | 20% | |
| E-Rate experience | 5% | |

Desired Services

Please provide proposals for the following equipment (or equivalent):

| Cat 2 Projects | Product | Part # | Quantity |
|-----------------------|--|-----------------------|-----------------|
| #1 | Fortigate Firewall maintenance contract (two devices, 1 year, 24x7x4 hr) | FC-10-00900-950-02-12 | 2 |
| #2 | Support for Aruba 5406R Switch, 24x7x4 1 year equipment part # JL095a | | 1 |
| #2 | HPE Foundation Care 24x7 for Aruba 6200f 48g port PoE switch | | 37 |
| #2 | HPE Foundation Care 24x7 for Aruba 6200f 24g port PoE switch | | 3 |
| #2 | Aruba Tech Support 24x7 for 2930f 8g port PoE switch | | 6 |
| #3 NIF | HPE Foundation Care 24x7 for Aruba 6200f 48g port PoE switch | | 3 |
| #3 NIF | HPE Foundation Care 24x7 for Aruba 6200f 24g port PoE switch | | 2 |

IMPORTANT:

Please quote each project separately, and label your response with the RFP number and project you are responding to.

All proposals must clearly include any applicable shipping charges.

All proposals **must clearly include Washington State Sales Tax** at 8.5%.

Responses must be emailed to erate@washougalsd.org by 12:00:00 PM (Pacific Time) on Friday, January 12, 2024 to be considered. It is the sole responsibility of the vendor to ensure their response arrives in a timely fashion. The District will reject all late arrivals.