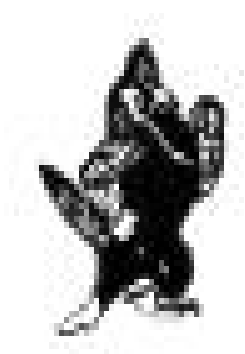


REQUEST FOR PROPOSAL

DARLINGTON COMMUNITY SCHOOL DISTRICT



DHS Re-Termination of Data wiring RFP

DARLINGTON COMMUNITY SCHOOLS
11630 CENTER HILL ROAD
DARLINGTON, WI 53530

Darlington Community School District does not discriminate on the basis on sex, race, national origin, creed, age, marital status, or disability as required by Title VI and VII of the Civil Rights Act of 1964.

BID PROPOSALS MUST BE SUBMITTED BY

Friday, June 1st 12:00 P.M. CST

A. PURPOSE/OBJECTIVE

Darlington Community School District is issuing this RFP for the re-termination of existing data wiring into patch panels in the high school building. The winning bidder must agree that their prices will remain as quoted (or less) until at least July 31, 2018

B. INQUIRIES

All questions related to this RFP must be submitted by email to helpdesk@darlington.k12.wi.us by Wednesday, May 30th at 2:00 p.m. CST

C. METHOD OF SOURCE

Awards, if made, will be made to the responsible vendor whose proposal is most advantageous to DCSD, taking into consideration price and the other factors set forth in this Request for Proposal. DCSD may use other factors or criteria in the evaluation of proposals as it deems necessary.

DCSD may, if deems necessary, conduct discussions with responsible vendors determined to be reasonably susceptible of being selected for award for the purpose of clarification to assure full understanding of, and responsiveness to solicitation requirements. DCSD may request additional assurances, in writing, if necessary during this discussion period. Failure to abide by the conditions outlined in this RFP will result in termination of business with winning vendor. If this situation does occur, DCSD will re-open negotiations with the second place vendor selected during the formal closed bidding process.

D. MINIMUM (GENERAL) CRITERIA DCSD WILL USE TO DETERMINE THE RESPONSIBILITY OF EACH VENDOR

- 1) Does the Vendor possess the ability, capacity, skill, and financial resources to provide the service?
- 2) Can the Vendor take upon itself the responsibilities set forth in the RFP (and resultant contract) and produce the required outcomes timely?
- 3) Does the Vendor have the character, integrity, reputation, judgment, experience, and efficiency required by the contract?
- 4) Has the Vendor performed satisfactorily in previous contracts of similar size and scope?

II. CONSTRAINTS-CONTRACTOR

The Contractor shall be responsible for all licenses, fees, and permits required for performance of the contract resulting from this Request for Proposal. All work to be performed under this contract shall be provided at times convenient to DCSD. Maintenance and installations may only be performed at times which do not interfere with daily operations of DCSD School System. All parts must be new, never used, including replacement and warranty parts.

III. INSTRUCTIONS FOR PROPOSAL

A. REQUIRED PRE-BID MEETING

All bidding vendors **MUST** attend pre-bid meeting for walk-through on Thursday, May 24th at 12:30 PM in the DHS High School Office. Maps will be provided at this time and all required measurements can be taken after the meeting to ensure proper bidding.

B. COMPLIANCE WITH THE RFP

Proposals must be in strict compliance with this Request for Proposal. Failure to comply with all provisions of the RFP could result in disqualification.

C. PROPOSAL SUBMISSION

Vendors **MUST** submit the following by Friday, June 1st, 12:00 P.M. CST:

- 1) Section VII. Completed – **MUST FILL OUT ALL AREAS COMPLETELY** – If something is not included in your install price, put ‘not included’ in price section.
- 2) Information containing implementation team leader and qualifications
- 3) Detailed Scope of work outlining installation plan
- 4) Any supporting documentation vendor wishes to include

Bid Proposals may be submitted via e-mail to andrewss@darlington.k12.wi.us or via postal mail to:

Sheila Andrews
Darlington Community School District
11630 Center Hill Road
Darlington, WI 53530
Fax: (608) 776-3407

D. REJECTION OF PROPOSALS

DCSD reserves the right to accept or reject any and all proposals submitted. Failure to abide by the conditions outlined in this RFP will result in termination of business with winning vendor.

E. ACCEPTANCE OF PROPOSALS

DCSD shall accept all proposals that are submitted properly. However, DCSD reserves the right to request clarifications or corrections to proposals.

F. PROPOSAL EVALUATION

Price is only one factor in the decision process; service, past experience with vendor, and references will also be determining factors.

IV. VENDOR REQUIREMENTS

1. Must have been in business for at least 2 years
2. Must have experience installing Cat6 data to wiring standards

V. HARDWARE AND INSTALLATION REQUIREMENTS

1. All hardware must be new UL-listed and FCC-certified equipment
2. Prices must include delivery to specified location
3. All prices should remain in effect until July 31st 2018
4. Install will be scheduled with the school to happen when school is out of session

VI. Re-termination and testing of DHS data closets

DCSD will be contracting for the re-termination of 100 data runs

- Approximately 48 CAT6 data runs terminated in DHS Library IDF
Currently there are approximately 48 CAT6 data runs that were terminated to an RJ45 end instead of into a patch panel. Vendor will provide:
 - 48 port patch panel - Cat-6
 - Punch down on both ends to TIA-A or TIA-B standard
 - Testing, labeling, and documentation

- Approximately 48 CAT6 data runs terminated in DHS Art IDF
Currently there are approximately 48 CAT6 data runs that were terminated to an RJ45 end instead of into a patch panel. Vendor will provide:
 - 48 port patch panel - Cat-6
 - Punch down on both ends to TIA-A or TIA-B standard
 - Testing, labeling, and documentation