

WEST ST. FRANCOIS COUNTY R-IV

School District

Leadwood, Missouri



2016-17 E-Rate RFP

District Firewall

REQUEST FOR PROPOSAL

## **SECTION 1**

### **Invitation for Bid**

#### **OWNER**

West St. Francois County R-IV  
1124 Main Street  
Leadwood, MO 63653  
Phone: ( 573) 562-7535

#### **PROJECT TITLE**

District Firewall

#### **BIDS WILL BE RECEIVED**

Place: Office of the Superintendent  
ATTN: Cory Smith, Director of Technology  
West St. Francois County R-IV  
1124 Main Street  
Leadwood, MO 63653  
Date: Thursday, January 28, 2016  
Time: Public Opening at 10:30am

#### **DESCRIPTION**

This project includes replacing the District's current SonicWall NSA 3500 firewall with a new firewall.

#### **GENERAL INFORMATION**

1. Vendors are strongly encouraged to carefully read the entire Request for Proposal (RFP).
2. The District is not responsible for lateness or non-delivery by the US Postal Service or other carrier to the District. The time and date recorded by the District shall be the official time of receipt.
3. Proposal openings shall be public on the date and the time specified on the proposal form. It is the Proposer's responsibility to assure that their proposal is delivered at the proper time and place of the proposal opening.
4. In accordance with Public Records Law, and except as may be provided by other applicable State and Federal law, all Proposers should be aware that Requests for Proposals and the responses thereto are in the public domain. However, the Proposers are requested to identify specifically any information contained in their proposals which they consider confidential and/or proprietary and which they believe to be exempt from disclosure, citing specifically the applicable exempting law. All proposals received from Proposers in response to this Request for Proposal will become the property of the West St. Francois County R-IV School District and will not be returned to the Proposers. In the event of contract award, all documentation produced as part of the contract will become the exclusive property of the District.
5. Proposals may be modified or withdrawn by written notice or in person by the Company or its authorized representative, provided the withdrawal is made prior to the deadline.
6. The information presented in the RFP is not to be construed as a commitment of any kind on the part of the District. There is no expressed or implied obligation for the District to reimburse responding Vendors for any expenses incurred in preparing proposals in response to this request.

7. All proposals must be submitted on the basis of the specifications attached. No alternate Proposals that significantly deviate or modify the concept and ultimate objectives of this Proposal will be considered. Non-compliance with RFP specifications will disqualify Proposals from further consideration.
8. Any explanation or statement that the Vendor wishes to make must be contained with the Proposal but shall be written separately and independently of the Proposal proper and attached thereto. Unless the Vendor so indicates, it is understood that the Vendor has proposed in strict accordance with the RFP requirements.
9. The District reserves the right to reject any or all Proposals and to waive informalities and minor irregularities in Proposals received. The District, in its sole discretion, will determine whether an irregularity is minor.
10. The District reserves the right to decline any or all Proposal submissions, or to cancel the RFP call, in whole or in part, at any time prior to making an award, for any reason, or no reason, without liability being incurred by the District to any Vendor for any expense, cost, loss or damage incurred or suffered by the Vendor as a result of such withdrawal.
11. While the District has used considerable efforts to ensure an accurate representation of information in this RFP document, the information contained herein is contained solely as a guideline for proposers. The information is not guaranteed or warranted to be accurate by the District, nor is it necessarily comprehensive or exhaustive. Nothing in this RFP document is intended to relieve proposers from forming their own opinions and conclusions with respect to the matters addressed in the RFP document.
12. The Vendor is responsible for its own verification of all information provided to it. The Vendor must satisfy itself, upon examination of this RFP, as to the intent of the specifications. After the submission of the Proposal, no complaint or claim that there was any misunderstanding will be entertained.
13. No oral interpretation will be made to any Vendor as to the meaning of the RFP. Any oral communication will be considered unofficial and non-binding on the District. Questions and inquiries about the RFP should be made in writing by email and submitted before 11:00 a.m. Central Time, on January 14, 2016, to Cory Smith (csmith@wcr4.org).
14. The District reserves the right to modify the specifications prior to the Proposal submission deadline and will endeavor to notify all potential Vendors that have received a copy of the specifications, but failure to notify shall impose no obligation or liability on the District.
15. The Vendor shall not, under penalty of law and immediate disqualification of the Proposal, offer or give any gratuities, favors or anything of monetary value to an officer, employee, agent, or Board of Education member of the District for the purpose of influencing favorable disposition toward a submitted Proposal or for any reason while a Proposal is pending or during the evaluation process.
16. If the Vendor claims to be a Minority/Women Business Enterprise Plan, the District requests copies of certification in their appropriate area(s) of expertise at the time of proposal submission.
17. The District supports local Vendors and will provide preference to such Vendors that submit a Proposal with a favorable price, service and can handle large purchases and deliveries of computer hardware.
18. The District may award a contract based upon the initial Proposals received without discussion of such Proposals. Accordingly, each initial Proposal should be submitted with the most favorable price and service standpoint.
19. To facilitate consideration of the Proposals, the District may, at its option, conduct interviews after receipt of the Proposal. If this is necessary, the Vendor will be contacted to arrange a time for an interview.
20. The District reserves the right to hold negotiations in an attempt to clarify and qualify terms of any Proposal.

21. The District reserves the right to negotiate final contract terms with any Vendor, regardless of whether such Vendor was interviewed or submitted a best and final Proposal.
22. The District reserves the right to withdraw the award to a successful Vendor within 30 days of the award if, in the opinion of the District, the successful Vendor is unable or unwilling to enter into a form of contract satisfactory to the District. The District shall be entitled to do so without any liability being incurred by the District to the Vendor.
23. In the event of a conflict between the Proposal and the RFP, the District shall resolve any inconsistency in favor of the RFP. Additionally, the District shall in good faith decide all inconsistencies and/or disputes pertaining to the RFP and the Proposal. The Vendor agrees to abide by the decisions of the District. Any ambiguity in the Proposal because of omissions, error, lack of clarity or noncompliance by the Vendor with specifications, instructions and all conditions of bidding shall be construed in the favor of the District.
24. All of the terms and conditions of this RFP are deemed to be accepted by the Vendor and incorporated into the Vendor's Proposal submission. The terms and conditions stated in this RFP and the successful Vendor's response to this RFP shall be incorporated into the contract between the District and the successful Vendor.
25. By submitting a Proposal, the Vendor certifies that it is not currently barred or otherwise prohibited from submitting proposals for contracts to any political subdivision or agency of the State of Missouri and it is not an agent of a person or entity that is currently barred or otherwise prohibited from submitting proposals for contracts by any political subdivision or agency of the State of Missouri.
26. The successful Vendor will be responsible for the safe delivery of all hardware. If deliveries prove to be unsatisfactory, or other problems arise, the District reserves the right to withdraw the award to the successful Vendor.
27. The District shall reserve the right to return equipment that does not meet the purchase agreement or is unsatisfactory at the cost to the Vendor within thirty (30) days of delivery.
28. Upon any installation requirements, all employees of chosen vendor must pass a background check in order to perform activities on district property. Individual vendor employees may be excluded for any reason the district see fit, as determined by the Superintendent of Schools.
29. Any and all bids are to be in accordance with the state of Missouri bids for public entities.

**E-Rate**

This proposal request is for services to be subsidized under the Universal Services E-Rate Program for Schools and Libraries. No purchase order will be issued, no installation will occur and no services will be provided until approval of the form 471 application that is issued as a result of the proposal being submitted in response to this request. This contract is contingent upon West St. Francois County R-IV receiving sufficient E-Rate funding to proceed with the agreement before 12/31/2016. West St. Francois County R-IV shall be the sole party determining whether any approved funding is “sufficient” for the applicant to proceed.

**BIDS AND BIDDING PROCEDURE**

All bidders shall utilize the bid form supplied for this project. All bids shall be delivered in duplicate in a sealed envelope clearly marked. The District will not accept bids received via Fax, Email or other electronic methods

SEALED BID  
2016-17 E-Rate District Firewall

Each bidder must submit the following with a bid proposal:

1. Completed and signed bid proposal form.
2. Listing of subcontractors
3. Three (3) School District References

All the above information will be evaluated by the owner.

Bidders are to include cost for any and all permits.

**Evaluation Methodology**

West County R-IV will award a contract based on the vendor submission that best meets the needs of the school system with regard to the current infrastructure, future growth, RFP specifications, and not necessarily the lowest price even though price will be the most heavily weighted factor. The following factors will be considered when evaluating responses:

Price of goods and services - 50 points

Adherence to the provisions in the RFP - 10 Points

Ease of implementation of the proposed solution - 30

Points Prior positive experience with the Vendor - 10

Total - 100

Preference will be given to Missouri based vendors if all other factors are equal.

Once the winning bid is selected, the winning contractor must provide background checks for all employees, including sub-contract employees that will be on campus. The owner reserves the right to disqualify any individual of the winning bid based on background check.

**WEST ST. FRANCOIS COUNTY R-IV SCHOOL DISTRICT  
2016-17 E-Rate District Firewall**

**PROPOSAL FORM**

Bidders should follow the format below for their proposals, show pricing by functional unit; i.e. Switch, Server, Router, etc. **PER BUILDING** and **GRAND TOTAL**  
**(Include as many additional lines below as needed)**

Quantity	MFGR Model & Description E-Rate Eligible	Unit Price	Total Price	NOT E-Rate Eligible
_____	_____	\$ _____	\$ _____	\$ _____
_____	_____	\$ _____	\$ _____	\$ _____
_____	_____	\$ _____	\$ _____	\$ _____
<b>Cost Breakdown by E-Rate Eligibility</b>		\$ _____	\$ _____	\$ _____
<b>Total price including eligible and NON eligible items</b>			\$ _____	

Minus E-Rate funds to be requested \_\_\_\_\_  
*(Bidders don't complete this line)*

Total cost after E-Rate funding requested \_\_\_\_\_  
*(Bidders don't complete this line)*

1. Bids should include the following information about all equipment included in this proposal.
  - A. Delivery, Installation and technical training after installation included.
  - B. Length and terms of parts & labor warranty included.
  - C. Cost of Proposed annual maintenance contracts for (up to 5 years) after included warranty expires.

The Bidder has examined the specification documents and has inspected in detail the site of the proposed work, and has familiarized himself/herself with all of the detailed requirements of installation, and understands that in making this proposal he/she waives all right to plead any misunderstanding regarding same.

The Bidder understands that the Owner reserves the right to reject any or all bids and to waive any informality in the bidding.

The Bidder understands that the project is contingent on successful E-Rate funding for this project.

The Bidder further agrees to abide by all laws and requirements as determined by the State of Missouri Division of Labor or determined by the Court of Appeals.

By signing below, the vendor acknowledges that the prices listed on this sheet are the prices being bid for this project and that the vendor understands that portions of this Project may be funded from E-Rate Funds. This project is subject to funding availability and contingent upon E-Rate funding.

The Bidder agrees that this bid shall be good and may not be withdrawn for a period of thirty (30) calendar days after the scheduled closing time for receiving bids.

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Date

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Company

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eRate SPIN Number

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Signature/Title

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Typed or Printed

**End Section 1**

## SECTION 2

# Bid Scope

## 2016-17 E-Rate District Firewall

- Hardware Specs
  - Hardware Firewall
  - Minimum 8x 1GbE Copper Interfaces
  - 10 GbE SFP Expansion capability
  - Minimum 3.4 Gbps Firewall Inspection Throughput
  - Minimum 1.1 Gbps IPS Throughput
  - Minimum 20,000 connections per second
  - VLAN Support
- Installation
  - Remove current firewall and mount/install the new firewall
  - Migrate all settings, rules, policies, etc., from the current firewall to the new one.
  - Setup outside VPN access for specific users
- Licenses & Support
  - Provide one year licenses for gateway antivirus, intrusion prevention, 24x7 support, software and firmware updates
  - Provide three year hardware warranty

\*The District's current firewall is a SonicWall NSA 3500

**End Section 2**