

**LEAKE COUNTY SCHOOL DISTRICT  
109 W. MAIN STREET  
P.O. DRAWER 478  
CARTHAGE, MS 39051**

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E-RATE 2018-2019

REQUEST FOR PROPOSALS (RFP)  
FOR WIRELESS INFRASTRUCTURE

PROPOSAL DUE DATE:

WEDNESDAY, FEBRUARY 28, 2018

BILLY M. WILBANKS  
SUPERINTENDENT OF EDUCATION

# LEAKE COUNTY SCHOOL DISTRICT

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## LEAKE COUNTY SCHOOL DISTRICT Wireless Installation RFP

**Subject:** Requests for Quotations/Proposals for purchase and installation of wireless access points and to configure access points into current managed wireless infrastructure for schools in the Leake County School District.

### **Purpose:**

Proposals are being sought by The Leake County School District for the purpose of evaluating various solutions to provide additional access points for a seamless and secure wireless access at the school level that will coordinate with the District's existing wireless equipment.

### **Background:**

Our District's students, teachers, staff and administrators are using more and more resources that require Internet access, including wireless connectivity. The LCSD has currently a mixed environment with Extreme and Aerohive access points; however with the District having been funded in year 2015 of the erate Category Two budget with a new infrastructure of Extreme switches and access points, the district is striving to standardize with Extreme equipment and seeks to either replace or add additional access points to the current infrastructure with extreme access points or other manufactures with proven evidence of equipment that is functionally equivalent or better and can be supported in the Extreme controller environment and NET Sight management software. The purpose of this RFP is to explore the various options currently supported through the E-Rate program and its Category Two services.

### **General Requirements:**

The Leake County School District is seeking quotations for complete solutions to install additional wireless access points and integrate them into the existing wireless network infrastructure at each of the following school sites:

- Leake Central Elementary School,
- Leake Central Junior High School,
- Leake Central High School,
- Leake County High School,

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## Terms used throughout this RFP

USAC – Universal Service Administrative Company  
SPAC - Service Provider Annual Certification  
SPIN – Service Provider Identification Number  
LCSD – Leake County School District

## This RFP package consists of the following sections:

- I. General Conditions
- II. Detailed Specifications
- III. District Responsibilities
- IV. The Service Provider's responsibilities
- Addendum. Proposal Forms

## **Proposal Submittal:**

To be considered, vendor's proposals must consist of a complete response using the format provided in the Addendum section of this RFP. **Each proposal must be submitted in one electronic copy via email as specified in the Addendum section for required information or by mail by the due date of February 28, 2018.**

Send proposals and supporting documentation to:

[ptucker@leakesd.org](mailto:ptucker@leakesd.org) or

Pamela Tucker, Technology Coordinator  
703 Northwest Street  
Carthage, MS 39051

**To be considered, proposals must arrive at the designated email address on or before the date and time specified in the RFP. It is incumbent upon the vendor to assure that the proposal is received by the deadline.**

Due to the nature and diversity of the proposals, a significant amount of time may be required to determine which proposal provides the best option for the District. The possibility is that the best option will involve district purchased equipment that may or may not be E-Rate eligible or may or may not be part of this proposal could significantly delay the evaluation process. The

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evaluation process will not be complete until the District has determined the best proposal based on all factors.

### **Withdrawal of Proposal**

A proposal cannot be withdrawn after it is filed, unless the Service Provider makes a request in writing to the District prior to the time set for the opening of submitted proposals. The District will accept no quotes after the deadline for submission of proposals.

### **Schedule of Events:**

<b>Event</b>	<b>Date(s)</b>
Release of RFP to Service Providers	02-1-2018
Deadline for Submission of Proposals	02-28-2018
Board Approval of Bids At the Regularly Scheduled Board Meeting	03-02-2018     5:30 PM   CST

### **Inquiries**

A pre-proposal conference will not be held. Vendors needing to clarify any points in the RFP which may not have been clearly understood need to submit written questions via email to the district. All correspondence and inquiries regarding this RFP must be done via Email:

[ptucker@leakesd.org](mailto:ptucker@leakesd.org)

If a Service Provider does not receive a response within 48 hours, it is the responsibility of the Service Provider to call Pamela Tucker at 601-267-8442 x 9007 and confirm that the email message was received.

All responses to inquiries will be emailed to the Service Providers.

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## **Addenda to the RFP**

If it becomes necessary to revise any part of this RFP, addenda will be provided to all vendors who received the original RFP. All addenda will become part of this RFP. Any addenda issued after the issue of this RFP shall be delivered to all parties via email by the Technology Coordinator.

If any questions arise within the RFP documents, the Service Provider may submit to The District, written request for interpretation. Any interpretation of documents will be made by addendum to the RFP. Copies of any addendum will be emailed or delivered to each that has requested a copy of the rfp. The District will not be responsible for any other explanation or interpretations. The District reserves the right to reject any or all proposals, in whole or in part, and wave technicalities and informalities.

## **Restriction of Contract**

From the issue date of this RFP until a determination is made regarding the selection of a proposal, all contact with the District personnel concerning this RFP, any proposals, and the evaluation process must be cleared through Pamela Tucker, Technology Coordinator. Any violation of this condition is grounds for rejection of said vendor's proposal. If it is later discovered that any violations have occurred, the District may reject any proposal or rescind any contract awarded pursuant to this RFP.

## **Contractor Responsibility Program**

By submitting a response, vendors agree that they nor any subcontractor(s) are currently under bidding list suspension or debarment by the District, any state, or the federal government. If it is later discovered that any violations have occurred, the District may reject any proposal or rescind any contract awarded pursuant to this RFP.

## **Basis of Award:**

1. E-rate approval by USAC
2. Provider must have current USAC SPAC and SPIN Number.
3. References of at least three installations of similar application size, complexity, infrastructure design and installation method as proposed.
4. Proposed network equipment's ability to meet current and future needs of LCSD, including onsite support, training, and technical assistance.
5. Compatibility with existing wireless infrastructure and

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- existing management software.
- 6. Vendor's qualifications, knowledge, experience, past work and functionality of previous installations.
- 7. Overall cost and quality of proposal.
- 8. Provider is a licensed vendor in the state of Mississippi.

### **Evaluation of Desired Features and Other Items**

Vendors proposals are further evaluated in the areas of (not in priority order):

- Functionality compared to competitive equipment
- Maintenance, including guarantees and warranties
- Satisfactory references
- Bidder's technical support capability
- Bidder's financial stability
- Bidder's flexibility and responsiveness
- Pricing (including shipping costs, warranties, etc.)
- Any specifications that have been deemed desirable
- Any specifications that have been deemed optional

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## **I. General Conditions**

The following are the General Conditions for the work to be performed as outlined in the Detailed Specifications.

### **1. Location of Sites:**

The location of the work is on property owned by the Leake County School District. School sites are listed at the end of this document.

### **2. Scope of Work:**

It is understood that, except as otherwise specifically stated in this RFP, The Service Provider shall provide and pay for all materials, labor, tools, equipment, transportation, temporary construction of every nature and all other services and facilities of every nature whatsoever, necessary to execute, complete and deliver the work within the specified time. Licenses necessary for the execution of the work shall be secured and paid for by the Service Provider.

Any work necessary to be performed after regular working hours, on weekends or legal holidays, shall be performed without additional expense to the District, unless the weekend or holiday work due to a delay caused by the District and written consent is secured prior to the completion of said work by the Technology Coordinator and Superintendent.

### **3. Protection in General:**

The Service Provider shall protect all buildings, furniture, equipment, personal items, trees, shrubs, lawns and all landscaping on school property from damage. Any damaged property shall be repaired or replaced at the Service Provider's expense. Labor shall include all restoration (leveling, sod replacement) of grounds broken up during the installation of this network.

### **4. Change in Contract:**

The District will not be responsible for any change in the work involving extra costs unless approval in writing is furnished by the Technology Coordinator before such work is begun.

### **5. Existing Conditions:**

The Service Provider, in submission of this proposal, will have the option to visit

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the premises and will be assumed to have taken into consideration all conditions, which might affect this work. No consideration will be given to any claims based on a lack of knowledge of existing conditions. To schedule a site visit, contact Pamela Tucker at:

ptucker@leakesd.org

If a Service Provider does not receive a response within 48 hours, it is the responsibility of the Service Provider to call Pamela Tucker at 601-267-8442 x 9007 and confirm that the email message was received.

### **6. Workmanship**

All work shall be performed in a professional manner. Personnel from the District may observe the work procedures and workmanship of the Service Provider, but such observation will not relieve the Service Provider from any responsibility of performance or constitute acceptance of the work performed. The Leake County School District has a rich tradition of excellence, which extends to all employees both in and outside of the classroom. The Service Provider will instruct personnel to adhere to high standard of excellence in quality work, behavior, language, and appearance while performing the duties of this installation.

### **7. Proposed Services and Service Provider Qualifications**

The Service Provider shall furnish a written document that describes the services proposed under these specifications. It is understood that the Service Provider is not responsible for the function of existing equipment already installed at the schools. However, limited troubleshooting of existing equipment will be provided by the Service Provider free of charge to determine if the existing equipment or cabling can be re-utilized. The Service Provider must also show proof that their employee(s) are certified to install the proposed components and electronic equipment.

### **8. Financing**

The Service Provider will provide a binding contract to the District for submission to the Schools and Libraries Division. After notification of award from the Schools and Libraries Division, the Service Provider will receive a Purchase Order for the products and services for which the Service Provider will be responsible as a result of this RFP. This Purchase Order will show the amount that is the responsibility of the local school system. The issuance of any purchase order will be contingent upon approval by USAC. Complete

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payment to the Service Provider will be subject to the rules of the Schools and Libraries Division (SLD). After notification by the Schools and Libraries Division (USAC Fund Administrator) of the acceptance of the Contract, the contingency will be removed and the Purchase Order will be submitted to the Service Provider in accordance with the rules and regulations of the SLD.

### **9. Application for Payment**

All applications (invoices) for payment shall be submitted to the District according to the USAC regulations. The Service Provider must submit a Service Provider Invoice for processing of the discounted portion of the bill.

### **10. The Service Provider's Qualifications**

The Service Provider must provide proof of registration with the (SLD) for reimbursement under E-Rate guidelines for Priority Two Services. If The Service Provider fails to file the appropriate forms with the SLD or fails to receive an SLD Service Provider Number, the District is not responsible for the discounted portion of The Service Provider's bill. The Service Provider must generate an invoice for the USF portion of the bill in accordance with SLD regulations. The Service Provider is responsible for supplying SLD SPIN with the quote.

It is preferred that the Service Provider has been in business for at least 3 years and have an office in the state of Mississippi. A legible copy of incorporation papers must be attached and noted.

Service Providers must give examples of experience with installation of similar projects that have equal wireless connectivity and infrastructure equipment. Service Provider must give examples and contact information for at least three such installations.

### **11. Stored Materials**

Any materials stored on job site shall be the Service Provider's responsibility.

### **12. Specifications**

Complete specification details for all products being proposed must be provided as part of the RFP response package (proposal).

### **13. Time of Completion**

All work, on all LCSD sites, must be completed and operational by July 30,

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2019, presuming the funding has been approved by USAC and the Service Provider is selected, contract signed and E-Rate forms are submitted by the district in a timely manner.

### **14. Accident Prevention**

Precautions shall be exercised at all times for the protection of persons (including employees and students) and property and hazardous conditions shall be guarded against or eliminated. The District or the building principal will determine what constitutes a hazardous condition on any campus and the Service Provider will be responsible for rectifying the issue to the satisfaction of The District.

### **15. Contract Form**

Upon Contract award and a binding contract signed, the standard written Purchase Order form will be issued to the successful Service Provider. Issuance of the Purchase Order will be contingent upon USAC acceptance and funding of the project.

### **16. Indemnification**

The Service Provider agrees to hold The District harmless and to indemnify The District for every expense, liability or payment arising out of or through injury (including death) to any person or persons or damage to property (regardless of whom the owner may be of the property) of any place in which work is located arising out of or suffered through any act or omission of The Service Provider or Subcontractor.

### **17. The Service Providers' Representative**

The District reserves the right, with sole discretion, to refuse to allow any representative of The Service Provider to service the contract in any manner. In this event, The Service Provider shall furnish another representative that is acceptable to The District. Examples of reasons for refusing to allow a Service Provider representative to service the contract include, but are not limited to:

- Use of profanity or abusive language around any school personnel or students.
- Unclean or unkempt appearance.
- Intoxication or obvious drug use.
- Threatening behavior towards any school personnel or students.

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Should the Service Provider use subcontractors for portions of the work, The District reserves the right to reject any subcontractor without explanations or recourse by The Service Provider or subcontractor.

### **18. The District Regulations**

The Service Provider and his representatives shall follow all applicable school district regulations while on The District property, including the no smoking, no weapons, and drug free policies. No work shall interfere with school activities or environment unless the Principal or person in charge gives permission. All Service Provider personnel shall be easily identified by the use of identification badges and uniforms or shirts with The Service Provider's logo clearly visible.

### **19. Governing Law**

All RFPs and related documents submitted to The District by the Service Provider are governed under the laws of the State of Mississippi.

### **20. Comprehensive List of References:**

All references should include: a contact person, dates of work, mailing address and telephone numbers. References must include three (3) or more references of installations of similar size and complexity within the USA.

### **21. The District reserves the right to:**

- a. Give full and proper consideration to the service, reputation, product knowledge, and experience of all companies presenting proposals, and to disqualify any such Service Provider it deems unqualified to provide the services requested.
- b. Reject any and all proposals, in whole or in part, if deemed necessary.
- c. Accept any alternative proposal believed to be in the best interest of the district.
- d. Waive any formality in the quote submission.
- e. Cancel any awarded bid if the service proves unsatisfactory.

### **22. Price Quotations**

Price quotations are to include the furnishing of all materials, equipment, maintenance, shipping costs, delivery, installation, drawings and the provision of all labor and services necessary or proper for the completion of the work as may be otherwise expressly provided in the contract documents. The District will not be liable for any costs beyond those proposed herein. Please be

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advised that public schools are specifically exempted from the payment of Mississippi Sales Tax.

In case of discrepancy in computed proposal prices, the unit price shall govern and the total price shall be revised accordingly.

### **23. Variation in Quantities and Configuration**

The District reserves the right to modify quantity and configuration requirements. The Service Provider agrees to sell The District the revised quantity of items at the unit price stated in the proposal regardless of quantity changes.

### **24. Terms of Payment**

The start of services for this project may not begin prior to July 1, 2018. The District will, if possible, issue an SLD Form 486 on the day services begin. For the duration of the contract, payments will be made on the first Friday after the first meeting of The District School Board after the submission of invoices from the Service Provider.

### **25. Wireless Solution**

All proposals are to provide a wireless solution for installation of wireless equipment, which will include mounting of wireless access points, installation and configuration of all access points and configuration of access points with existing controller, and testing of equipment. Upon completion of project the Technology Coordinator will be provided close out documents detailing the location and installation of all access points

### **26. Term of Contract and E-Rate Subsidies**

Payment for The District's wireless proposal is dependent on E-Rate subsidies. The district will file for the E-Rate subsidies throughout the term of the contract. In the event that the district E-Rate subsidies were to cease, the district will notify the service provider as to the date of the cessation and the District's will be liable only for payment for services until the time of termination. If E-Rate subsidies stop, the district will not be bound by the remainder of the contract.

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## II. Detailed Specifications

Before preparing your RFP response, please read carefully all sections of the RFP. The proposed solution must meet the requirements provided below. Please respond with Comply or Does Not Comply and provide a supporting narrative response if necessary. Your response should describe how your offering would meet these requirements. The District will consider any vendor not responding to each requirement for all products quoted to be non-responsive.

The specifications provided in this section are intended to convey the characteristics of a system to provide wireless connectivity in five schools within the Leake County School District.

The Leake County School District is looking for quotations for additional wireless access points to include installation and configuration priced by the number wireless access points indicated at each site, which will coordinate with the District's existing centralized solution to manage the equipment.

LCSD has currently installed and has standardized on an Extreme platform throughout the district with a managed software solution but also has Aerohive access points with a managed Aerohive solution. The District has a preference for an Extreme solution for access points and management software, however the District will entertain proposed solutions from other manufacturers if the vendor can show equal or better functionality. It is the vendor's responsibility and obligation to provide documentation and other evidence that a non Extreme product is functionally equivalent or better and will be functional in the Extreme management software. Without such documentation, LCSD cannot accept the argument on functional equivalency or better based upon on cost alone.

The scope of the project will be as follows:

- Provide wireless access points. LCSD will provide the location of the new access points and those being replaced.
- Install and configure the access points for each school which will coordinate with the District's existing wireless system.
- Vendor must be a participant in manufacturer's partner program.
- Vendor must have all engineers certified in the manufacturer's access points and controller. All existing equipment in the district must be functional after installation and configuration.
- All equipment and material should be new. Used, refurbished or repurposed equipment or material will not be acceptable.

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- Management and configuration tools to configure and manage the network devices will be used in accordance with existing managed software used by the district. Erate ineligible software or equipment must be listed separately on proposal but included in the total cost of the bid.
- Project must be supervised by an Engineer with the appropriate manufacturer's certification. (Please include information on who will perform this service.) Limited lifetime warranty for all LAN components. Vendor must be able to provide quality in-house industry certified engineers for post-installation support.
- Vendor must provide evidence of successful past performance of the installation and configuration of wireless solutions in a LAN in the MS K-12 environment.
- Possess those licenses/permits required to perform telecommunications installations in the specified jurisdiction.
- Personnel knowledgeable in local, state, province and national codes and regulations. All work shall comply with the latest revision of the codes or regulations. When conflict exists between local or national codes or regulations, the most stringent codes or regulations shall be followed.
- Must possess current liability insurance certificates.

### **Required Contractor Training if cabling is being installed:**

- The Contractor shall be fully conversant and capable in the cabling of low voltage applications such as, but not limited to data, voice and imaging network systems. The Contractor shall at a minimum possess the following qualifications:
- Contractor must employ as a full-time employee an individual with a valid BICSI RCDD certification.
- Personnel trained and certified to install the structured cabling system.
- Provide references of the type of installation provide in this specification.
- Personnel trained in the installation of pathways and support for housing horizontal and backbone cabling.
- The lead installer on this project must possess at least BICSI level 2 certification.

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## Minimum Technical Requirements

In additions to the requirements listed above, the equipment included in the proposals needs to at least meet the following minimum requirements:

### Customize based on AP Model AP3825i

- Must integrate seamlessly into existing wired infrastructure
- Access Points must support dual concurrent, dual-band 802.11ac/an/bgn connectivity
- Access Points must support 802.11ac operating in 3x3 MIMO with 3 spatial streams. Access Points must be energy efficient, supporting 802.3af PoE and using less than 12.95 Watts of power with all functionality enabled
- Access Point should provide the option for an external power adapter
- Access Points should be available with internal and external antenna options. Please describe available APs and the antenna options.
- Please provide the maximum transmit power of each radio
- Access Point must be capable of delivering 1.75 Gbps over-the-air performance Access Points must support performance of up to 75,000 packets per second on the wired port Access Points must support a semi-autonomous mode of operation being able to support intelligent AP encryption, security, filtering, RF Management and QoS, without dependency of the wireless appliance.
- Must support rate limiting at the AP
- Access Points must simultaneously support tunneled traffic and bridged traffic at the AP
- Must support assignment of role-based policies to the clients/devices without requiring segmentation via dedicated SSIDs. Please describe how this is supported.
- Access Points must support self-forming and self-healing meshing
- Access Point must support plug and play installation
- Access Points must support RF spectrum analysis and fingerprinting
- Access Points must support a hybrid mode of operation being able to support security scanning/spectrum analysis and serving clients on the same radio
- Access Points must be able to be configured to provide load balancing and band-steering. Please describe the capability.
- Access Points must support IEEE 802.11h for dynamic channel control
- Access Points must support up to 16 SSIDs (8 per radio)

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- Access Points RF Management must support automatic channel selection and transmit power controls
- Access Points RF Management must adapt to new channels based on user configurable signal-to-noise ratio and channel occupancy
- Access points must support 802.11e protocols including WMM, TSPEC and U-APSD.
- Must support a lifetime warranty on indoor access points. Please describe the warranty offered for the wireless access points

### ***Value-Added Considerations***

Please outline value-added features based on product(s) and/or service(s) of your organization.

### **Vendor Response:**

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## Scope of Work by Site

### Leake Central Elementary School

Purchase, installation and configuration of 2 access points. No cabling required as all access points will replace existing access points currently installed.

### Leake Central Junior High

Purchase, installation and configuration of 3 access points. No cabling required as all access points will replace existing access points currently installed.

### Leake Central High School

Purchase, installation and configuration of 7 access points. No cabling required as all access points will replace existing access points currently installed.

### Leake County High School

Purchase, installation and configuration of 4 access points. No cabling required as all access points will replace existing access points currently installed.

**Purchase of licenses for additional access points. 16 pack license bundle capacity upgrade preferred over individual license purchase. Licenses to be distributed accordingly to the schools.**

### **III. The District Responsibilities**

#### **1. Access for Installation**

The District will, during the progress of the installation, allow the Service Provider and its employees access to the premises and facilities at all reasonable hours or at such hours as The District representative and the Service Provider agree upon.

#### **2. Heating/Cooling**

Provide heat or cooling when required and general illumination in rooms where work is to be performed by The Service Provider.

#### **3. Inspections**

Promptly make inspections when notified by the Service Provider that the equipment or any part thereof, is ready for acceptance.

#### **4. Electrical**

The District will provide all electrical needs within the district buildings.

#### **5. Delay in Work**

It is understood that the Service Provider will not be held accountable for any delays caused by The District.

## **IV. THE SERVICE PROVIDER'S RESPONSIBILITIES**

### **1. Provision**

The Service Provider must provide all supervision, tools, equipment, hardware and wiring materials as specified; transportation, erection, construction, unloading, inspecting, and keeping inventory as specified in attached contract documents. Whenever in the Contract the terms "provide, furnish, supply, install, etc.", can be interpreted as requiring the Service Provider both to furnish and/or install materials, unless specific provisioning/installation of the materials by The District is denoted.

### **2. Ceiling Tiles**

Provide for the removal and reinstallation of all ceiling tiles as needed. Any broken ceiling tiles will be replaced with equal or better quality of the damaged ceiling tiles.

### **3. Identification**

The Service Provider will identify to the district any work necessitating cutting into or through any part of the building structure such as girders, beams, concrete, tile floors or partition ceilings.

### **4. Damage**

The Service Provider will be responsible for repairs of damage to the building, roads, equipment, existing cable, or property. The Service Provider will promptly report to a representative of The District any such damage to the building, roads, equipment, existing cable, or property that may occur while performing work in the facilities.

### **5. Installation**

Install the equipment and hardware in accordance with the manufacturer's specifications. All equipment shall be sufficiently labeled such that the equipment designation or purpose, interconnections and cabling endpoints can be easily determined. All labeling shall correspond with the wireless diagrams provided in Item 13 below.

### **6. Test and Inspections**

Conduct tests and inspections in the presence of the District technical representative after installation has been completed in order that the District

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may be assured that the requirements for the installation are met.

### **7. Completion Notification**

Promptly notify the District designated contact of completion of this proposed project.

### **8. Defects**

The Service Provider will promptly correct all defects for which the Service Provider is responsible.

### **9. The District Contact**

The Service Provider must coordinate all work with the District designated contact.

### **10. Cleanup**

Upon completion of the work each day, the Service Provider must remove all tools, equipment, rubbish and debris from the premises and must leave the premises clean and neat and in the same condition as it was found.

### **11. Subcontractors**

The Service Providers may not use subcontractors to perform work. All responsibilities rest with the Service Provider.

### **12. Testing**

The Service Provider will provide the District with complete detailed test results. The test results must be delivered to the District before payment.

### **13. Diagrams**

The Service Provider shall furnish diagrams which include the location of wireless access points and any additional equipment utilized in the new installation.

### **14. Codes, Standards, and Ordinances**

All work shall conform to the latest edition of the National Electrical Code, the Building Code, and all local codes and ordinances, as applicable.

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### **15. Safety**

The Service Provider shall take the necessary precautions and bear the sole responsibility for the safety of the methods employed in performing the work. The Service Provider shall at all times comply with the regulations set forth by federal, state, and local laws; rules; and regulations concerning "OSHA", and all applicable state labor laws, regulations, and standards. The Service Provider shall indemnify and hold harmless The Customer from and against all liabilities, suits, damages, costs, and expenses (including attorney's fees and court costs) that may be imposed on the Customer because of the Service Provider, subcontractor, or supplier's failure to comply with the regulations stated herein.

### **16. Patents and Royalties**

The Service Provider, without exception, shall indemnify and hold harmless The Customer and its employees from any liability of any nature or kind, including costs and expenses for or on account of any trademarked, copyrighted, patented, or non-patented invention, process, or article manufactured or used in the performance of the Contract, including its use by the Customer. If The Service Provider or subcontractor uses any design, device, or material covered by letters, patent, trademark, or copyright, it is mutually understood and agreed without exception that the proposal prices shall include all royalties or cost arising from the use of such design, device, or materials in any way involved in the work.

### **17. USAC Certifications**

The Service Provider must be an approved USAC service provider with a current SPIN and SPAC. It will be the responsibility of the Service Provider to maintain all USAC certifications throughout the term of the contract.

### **18. Indemnification**

The Service Provider shall indemnify and hold harmless the District, its agents and employees from or on account of any injuries or damages, received or sustained by any person or persons during or on account of any operation connected with this Contract; or by consequence or any negligence (excluding negligence by the Customer, its agents, or employees) in connection with the same; or by use of any improper material or by or on account of any act or omission of said Service Provider or its subcontractors, agents, servants, or employees. The Service Provider further agrees to indemnify and hold harmless the Customer, its agents or employees, against claims or liability arising from or based upon the violation of any federal, state,

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county, city, or other applicable laws, bylaws, ordinances, or regulations by the Service Provider, its agents, associates, or employees.

The indemnification provided above shall obligate the Service Provider to defend at its own expense or to provide for such defense, at the Customer's option, of any and all claims of liability and all suits and actions of every name and description that may be brought against the Customer which may result from the operations and activities under this Contract whether the installation operations be performed by the Service Provider, subcontractor, or by anyone directly or indirectly employed by either.

The award of this Contract to the Service Provider shall obligate the Service Provider to comply with the foregoing indemnity provision; however, the collateral obligation of insuring this indemnity must be complied with as set forth.

## **ADDENDUM**

**Proposals are to consist of:**

- Cover Letter
- Executive Summary
- Section 1: Statement of Qualifications and Experience
- Section 2: Product and Services Portfolio
- Section 3: Recommended Solution/Design Overview
- Section 4: Technical Requirements
- Section 5: Pricing by Site Location
- Section 6: References
- An appendix containing any vendor supplied material to support the proposal including: product datasheets, case studies or other relevant brochure material

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## QUOTE SUBMISSION FORM

Company Name of Service Provider \_\_\_\_\_

Corporate Headquarters Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Service Provider Contact Name \_\_\_\_\_

Service Provider Contact Phone Number  
\_\_\_\_\_

Service Provider Contact Email Address  
\_\_\_\_\_

E-Rate Service Provider Name \_\_\_\_\_

E-Rate Service Provider Identification Number (SPIN) \_\_\_\_\_

Address of Mississippi Office \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

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## **Section 1 – Statement of Qualifications and Experience**

The purpose of this section is to evaluate the RFP recipient's credentials, capabilities and relevant experience against the requirements stipulated in this document.

### **1.1 Company Background**

This section shall include background information about the RFP recipient, overview of its organization structure and shareholding status, and other relevant information, as applicable.

### **1.2 Manufacturer Profile**

Include a description of the manufacturer of the proposed solution, including a description of the relationship between the vendor and the manufacturer.

### **1.3 Industry Participation**

Indicate Standards Organizations or Committees of which the manufacturer is member and in which the manufacturer is an active participant.

### **1.4 Deployment Experience in Education**

This section shall include details of any design and deployment experience with K-12 Education customer similar to Leake County School District. Previous experience is highly desirable.

### **1.5 Other**

Any other relevant information about the company and/or its capabilities and qualifications may also be provided.

# LEAKE COUNTY SCHOOL DISTRICT

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## **Section 2 – Product and Services Portfolio**

The purpose of this section is to obtain information about the manufacture and/or vendor's product and services offerings.

### **2.1 Product Description**

This section shall include the entire suite of products that are currently offered by the recommended manufacturer and supported by the vendor, along with a brief overview of features and capabilities.

### **2.2 Professional Services Description**

This section shall include details regarding the manufacturer/vendor professional services offerings for LAN and Wi-Fi design, deployment, optimization, network management, and future upgrade capabilities.

### **2.3 Technical Support and Services**

Specify details on maintenance and service options. Provide detailed pricing in your quotation for the maintenance level considered most appropriate. The District desires the following maintenance provisions:

2.3.1. A 7-day, 24-hour technical support hotline must be available for questions relating to installation, configuration, usage, applications, and troubleshooting of hardware devices and network management software from a single telephone number.

2.3.2. The technical support line must be manned by personnel employed by the product's vendor or a technician qualified to troubleshoot the products in question.

2.3.3. The vendor's escalation path must be defined and described.

### **2.4 Warranty**

Describe warranty available. Provide information regarding any variation of warranty by product; provide reference to any included service contract information and pricing.

## LEAKE COUNTY SCHOOL DISTRICT

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### **Section 3 – Recommended Solution/Design Overview**

The purpose of this section is to obtain information about the recommended solution and design using the criteria detailed in the RFP.

## LEAKE COUNTY SCHOOL DISTRICT

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### **Section 4 – Pricing**

Specify all pricing with list prices, and discounts if available for each option proposed. Specify individual costing for all options, special cables, etc. if not included in base prices. Indicate volume discount levels if they apply to your product(s).

1. Specify pricing details for the following maintenance and service options available. License and warranty issued with equipment and cost of yearly renewals.
2. Specify pricing details for installation. Please list by line item equipment costs, installation, configuration, materials, labor, licenses per site. Vendor must provide individual proposals for scope of work on all 4 school locations.

**Please include in the quote the product, model number, product description, quantity and unit pricing for access points and cabling and any additional equipment or materials needed for the wireless installation.**

**In addition to pricing information, please include the following information:**

- Description of the Service Provider's capacity to provide support including names, position titles, and locations of technical support staff, sales staff, and management staff (i.e.: John Smith, Director of Sales – Jackson, MS)
- Description of Help Desk Procedures
- Description of warranty information for all proposed products
- Description of Service Response Procedures
- Description or list of service locations that will provide service and support for the district installation, the number of technicians available for that support, and average response times for service calls in the Carthage area.
- 3 References for similar installations as described in the specifications.
- Full Description of the wireless installation to be provided (to include performance specifications and all necessary installation and equipment) for the connections for selected LCSD school buildings.

## LEAKE COUNTY SCHOOL DISTRICT

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### **Section 5 – References**

Provide customer reference information for at least three customers; these should be customers of a similar industry to the District, at whose site the vendor has installed a similar solution (similar in size, scope, or technology). Please provide Contact Name, Company Name, Physical Address, Contact Phone Number, and Contact E-mail Address (if available). Please provide a brief overview of the project scope.

### **Terms and Conditions**

Enter the applicable Terms and Conditions for your organization.

## LEAKE COUNTY SCHOOL DISTRICT

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### DISTRICT BUILDING INFORMATION

Leake Central Elementary School	603 Hwy 16 W, Carthage, MS
Leake Central Junior High School	801 Dr. MLK Dr, Carthage, MS
Leake Central High School	704 North Jordan St, Carthage, MS
Leake County High School	220 Spruce St, Walnut Grove, MS