

# WIRELESS NETWORK: BID2014-03 LAWRENCE COUNTY SCHOOL DISTRICT

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# Lawrence County School District Wireless RFP

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## INTRODUCTION

Lawrence County School District (“LCSD”) serves approximately 2,200 students at one elementary school, one middle school, two K-8 schools, one high school and one Technical and Career Training Center. The school district has approximately 300 employees located at seven campuses (six schools and the central office.)

### 1.0 Objective

LCSD is seeking proposals from qualified vendors to replace and/or upgrade the existing wireless network and related network infrastructure for the Lawrence County School District as described in this Request for Proposal (“RFP”). The locations, addresses and drawings for each campus are Monticello Elementary School, Rod Paige Middle School, Topeka Tilton Attendance Center and New Hebron Attendance Center. Addresses and locations are specified in Appendix “A”. The new wireless network shall be a controller based, enterprise class wired/wireless network compatible with a Cisco network and Ruckus Wireless Controller. The purpose of this RFP is to expand our existing Ruckus wireless infrastructure to provide coverage for the entire District.

### 2.0 Background

The network infrastructure of LCSD is approximately seven years old. The current network is not capable of supporting the anticipated demands for high-densities of Wi-Fi enabled devices. Existing Cisco switches need to be upgraded and expanded with additional switches compatible with and capable of being managed by the existing Cisco network. LCSD is currently standardized on Active Directory 2012.

The LCSD network infrastructure consists primarily of Cisco Catalyst switches, but network hardware and software from other manufacturers may be considered, provided they match or exceed the capabilities of the existing Cisco switches. The district consists of buildings built with a variety of construction materials and methods.

A description of the current network and drawings are included in Appendix “B” to this RFP.

### 2.1 Scope of Service

- 1) Vendor must complete an onsite review/survey to determine the placement of access points within the specified time frame as indicated in section 2.5 below.
- 2) All currently wired locations must continue to be provided wired service.
- 3) The wireless network shall be designed by the Vendor to support at least 30 high-speed wireless devices in each classroom. Computer Labs and Libraries shall be designed to support at least 75 devices and cafeterias and the multipurpose building shall support up to 150 devices.
- 4) Switch ports shall be added to each MDF/IDF hosting access points using switches equivalent to or better than the Cisco Catalyst 2960X Gigabyte switch. Ports shall be POE and added on a two for one basis. For every Access Point port needed, at least one additional port shall be available on the switch.
- 5) Vendor is responsible for configuring all devices needed to implement the new wireless network. LCSD technical staff shall be consulted prior to making any and all changes to any LCSD system.
- 6) The wireless network shall be configured to have multiple SSID’s on dedicated

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VLAN's as defined by LCSD technology staff during installation and setup. Secure enterprise level authentication shall be provided that is compatible with or utilizing the existing Ruckus Controller located at the Central Office. LCSD Staff will be responsible for installing any services needed on LCSD servers, and will be consulted prior to Vendor configuring those services.

- 7) A redundant controller shall be installed and configured with the existing Ruckus Wireless Controller.
- 8) The Vendor shall provide all physical installation.
- 9) Vendor shall work with LCSD staff to configure a Guest VLAN and SSID that provides limited network access.
- 10) A complete post-installation site survey shall be completed to show that all educational and office spaces have a minimum RSSI of -65 dBm (in both the 2.4 GHZ and 5 GHZ bands) in all locations of those areas. This survey shall be provided to the district once complete.
- 11) All work not found in conformance with the intent of the proposal shall be repaired promptly at no additional charge to LCSD.
- 12) The Vendor must provide a guarantee that the system will operate and perform as advertised when students and staff fully utilize the system. This includes minimum RSSI of -65 dBm (in both the 2.4 GHZ and 5 GHZ bands) in all designated spaces. The Vendor will be required to provide the appropriate devices at no charge if spaces are found that do not meet these requirements.
- 13) Vendor will provide any additional and/or replacement wiring, patch panels, terminators and/or patch cables as needed to complete this project.
- 14) Vendor is responsible for all project management; this is to be a turn-key solution with involvement of LCSD staff limited to specification of network security parameters, VLAN definition, and installation of any needed services on LCSD-owned servers.

## 2.2 Specifications

- 1) Equipment must meet or exceed the 802.11 a/g/n standard.
- 2) The system must be Wi-Fi Certified for 802.11 a/g/n or greater.
- 3) Each access point must be an array of at least 2 radios that support 802.11 a/g/n
- 4) Each access point must have at least 1-gigabit Ethernet port.
- 5) Each access point must support VLAN tagging on individual SSID's.
- 6) Each access point must include spectrum analyzing capabilities.
- 7) Each access point must have the ability to switch users from the 2.4 GHz spectrum to the 5 GHz spectrum automatically as needed for client load balancing purposes.
- 8) Each individual radio in an access point must be manageable i.e. increase/decrease RX/TX, capable of setting different security protocols per radio, etc.
- 9) Access points must have adaptive antenna technology and not transmit 100% of the time in an omnidirectional pattern.
- 10) Each switch proposed must be compatible with and have equal or greater capabilities to the Cisco Catalyst 2960X.
- 11) Each switch will have sufficient gigabyte ports to meet the two to one requirement for switch ports.
- 12) Each switch will have sufficient power over Ethernet (POE) ports to meet the two to one requirement for switch ports.

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- 13) Any area that does not have a drop ceiling will require a wall mount bracket or other mounting option and suitable wiring raceways and moldings to achieve a finished installation appearance.
- 14) LCSD prefers new network cabling drops be installed for each connection. Category 6 cabling is required. Each node must be properly terminated, tested and verified with appropriate documentation. Use of long patch cables (greater than 15') is prohibited. Vendor will be responsible for any additional or replacement cabling.
- 15) A minimum throughput of 5 mbps per connected device is required.
- 16) Where Fiber is not terminated to an LIU, an LIU shall be installed and fiber properly connected. These are specified below:
  - a. RPMS – MDF
  - b. RPMS – IDF 5<sup>th</sup> Grade Building
  - c. NHAC – IDF ICT Lab
  - d. TTAC – MDF
  - e. TTAC – IDF Elementary Building
  - f. TTAC – Band Hall/Cafeteria

## 2.3 Warranties

All warranties by Vendor and manufacturer on both products and labor must be specified in the proposal. The Vendor's warranties shall commence with acceptance of/or payment for the work in full. Minimum acceptable warranty on hardware, parts, and labor is 3 years.

## 2.4 Service

The Vendor must provide terms of service should repair become necessary and the work and materials needed that are not covered under warranty.

## 2.5 Vendor Site Visits

Vendors may arrange a site visit to be conducted between the hours of 9 AM and 3 PM beginning October 2, 2014 and continuing through October 29, 2014. To schedule a site visit, you must call or email to arrange a time and date with Mr. Bobby Dawson at (601) 587-2506, extension 2020 no less than three (3) business days prior to the desired visit. The email address is bobby.dawson@lawrence.k12.ms.us.

## 3.0 Evaluation Methodology

Each proposal will be evaluated based on criteria and priorities as defined by LCSD, who will choose the submission that, taken as a whole, and in LCSD's sole opinion, is in the best interest of the organization. Proposals should address the evaluation criteria itemized below.

The evaluation criteria include, but are not necessarily limited to, the following:

- Price for all parts, labor, design, project management, programming, and shipping and handling.
- The proposal's alignment with the desired solution as described in section 2, above.
- The Vendor's overall performance record, including responsiveness and reputation based upon feedback from available references.

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- The perceived quality of the Vendor's response, including completeness, accuracy and appropriateness.
- Stability/risk of Vendor, including assessment of risk that they may not be able to fulfill responsibilities.
- Vendor location for base of operations and support personnel.

### **3.1 Evaluation Criteria**

- Price – 40%
- Service and Support location and experience – 30%
- Installer Qualifications and Experience – 15%
- Quality of References – 15%

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## TERMS AND CONDITIONS OF REQUEST FOR PROPOSAL (RFP)

### 4.0 Response Submission

Responses to this RFP must be submitted and delivered to LCSD as “sealed bids” no later than 2:00 p.m. on Wednesday, October 29<sup>th</sup>, 2014 (“Final Submission Date”). Proposals must include a digital copy on CD or flash drive. Acceptable digital formats include Word, RTF or PDF. It is the sole responsibility of the respondents to ensure that their responses arrive in a timely manner. LCSD will reject all late arrivals. Envelopes containing responses to this RFP shall be so marked as to be easily identified as containing RFP proposals. The outside of the envelope shall be identified as follows:

**“Wireless Network Proposal: Bid 2014-03”**

Lawrence County School District  
Attn: Bobby Dawson  
346 Thomas E Jolly Drive  
Monticello, MS 39654

Oral, telephone, electronic mail or fax bids shall not be considered, nor will modifications of proposals by such communication be considered. The completed proposal shall be without erasures or alterations. Delivery of the proposals will be considered authorized by the service provider to make a contract, if awarded.

Responses to this RFP shall be provided as two quotes. One quote will cover the switch infrastructure needed to cover the wireless installation. The second quote will cover both the wireless Access Points and the Cabling needed to support the wireless installation. A vendor does not have to provide a quote for both solutions. Individual quotes for each part will be considered.

Any questions should be made in writing via e-mail to Mr. Bobby Dawson, bobby.dawson@lawrence.k12.ms.us, Network Administrator.

### 4.1 Costs Associated with Preparation of the Vendor’s Response

LCSD will not be liable for any cost incurred by the respondents in preparing responses to this RFP or negotiations associated with award of a contract.

### 4.2 Proposal Binding Period

All prices quoted in The Vendor’s response for will remain in effect for a period of 180 days from the issuance date of the vendor’s response. LCSD reserves the right to accept such pricing at any time during that 180 day period.

### 4.3 Bid Opening Procedure

All bids will be opened at 2:00 p.m. on Wednesday, October 29<sup>th</sup>, 2014, and all bidders and other interested persons are invited to be present. Bid opening will take place at the Lawrence County School District Board of Education Office at 346 Thomas E Jolly Drive, Monticello, Mississippi.

Vendors are welcomed to attend, but attendance is not mandatory. Lack of attendance will NOT be construed to indicate lack of interest nor will it reflect negatively on Vendor during review of

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proposals.

## 4.4 Omissions

Omissions in the proposal of any provision herein described shall not be construed as to relieve The Vendor of any responsibility or obligation to the complete and satisfactory delivery, operation, and support of any and all equipment or services.

## 4.5 Evaluation of Responses

LCSD may at its discretion and at no fee to LCSD, invite any Vendor to be available for questioning during the response evaluation for the purpose of clarifying statements in the response. Further, LCSD may, at Vendor's expense, request Vendor to meet with LCSD for a personal interview.

## 4.6 Right to Reject

LCSD reserves the right to accept or reject all proposals or sections thereof and when the rejection is in the best interest of LCSD and reserves the right to award without further discussion. LCSD reserves the right to waive minor irregularities of any proposal and to negotiate the terms of any proposal.

## 4.7 Basis of Award

LCSD will award a contract based on the following terms:

- 1) Must have current USAC SPAC.
- 2) References of at least three (3) installations of similar application size and complexity. (All references should include: a contact person, dates of work, mailing address and telephone numbers.)
- 3) Proof of certifications and qualifications for all engineers and installers associated with this project.
- 4) Issuance of a Purchase Order will be contingent upon final approval and acceptance by LCSD.

## 4.8 Insurance Requirements

Within ten (10) days after notification of award, The Vendor shall furnish to the Lawrence County School District a Certificate of Insurance showing compliance within the following limitations:

- 1) The Vendor agrees to comply with the provisions of Worker's Compensation Laws of the State of Mississippi.
- 2) It shall be stated on every policy or Certificate of Insurance, as the case may be, that "The insurance company agrees that the policy shall not be canceled, changed, or allowed to lapse until ten (10) days after the Lawrence County School District has received written notice as evidenced by the return receipt of registered mail, and it is agreed further that as to lapsing, such notice will not be valid if mailed more than fifteen (15) days prior to the expiration date shown on the policy."
- 3) The Vendor shall maintain other insurance (with the limits shown below) that shall protect The Vendor and the Lawrence County School District from any claim for

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property damage or personal injury, including death, which may arise out of operations under this contract, and the Vendor shall furnish the Lawrence County School District with certificates and policies of such insurance as follows.

Below is a list of the insurance coverage that must be procured by The Vendor at his own expense. The Vendor agrees to follow instructions indicated in each case:

The Lawrence County School District Protective Liability Insurance:

- Personal injury, including death, limits of \$1,000,000.00 for each person and \$1,000,000.00 for each accident.

Vendor's Public Liability Insurance:

- Personal injury, including death, limits of \$1,000,000.00 for each person and \$1,000,000.00 for each accident.
- Property Damage limits of \$100,000.00 for each accident and \$500,000.00 for the aggregate.

### 4.9 Governing Law

All RFPs and related documents submitted to the Lawrence County School District by the Vendor are governed under the laws of the State of Mississippi.

**APPENDIX A**

**Addresses for locations:**

**Monticello Elementary School:**

957 McPherson Drive  
Monticello, MS 39654

**Rod Paige Middle School:**

1570 Broad Street West  
Monticello, MS 39654

**Topeka Tilton Attendance Center:**

853 Highway 27 South  
Monticello, MS 39654

**New Hebron Attendance Center:**

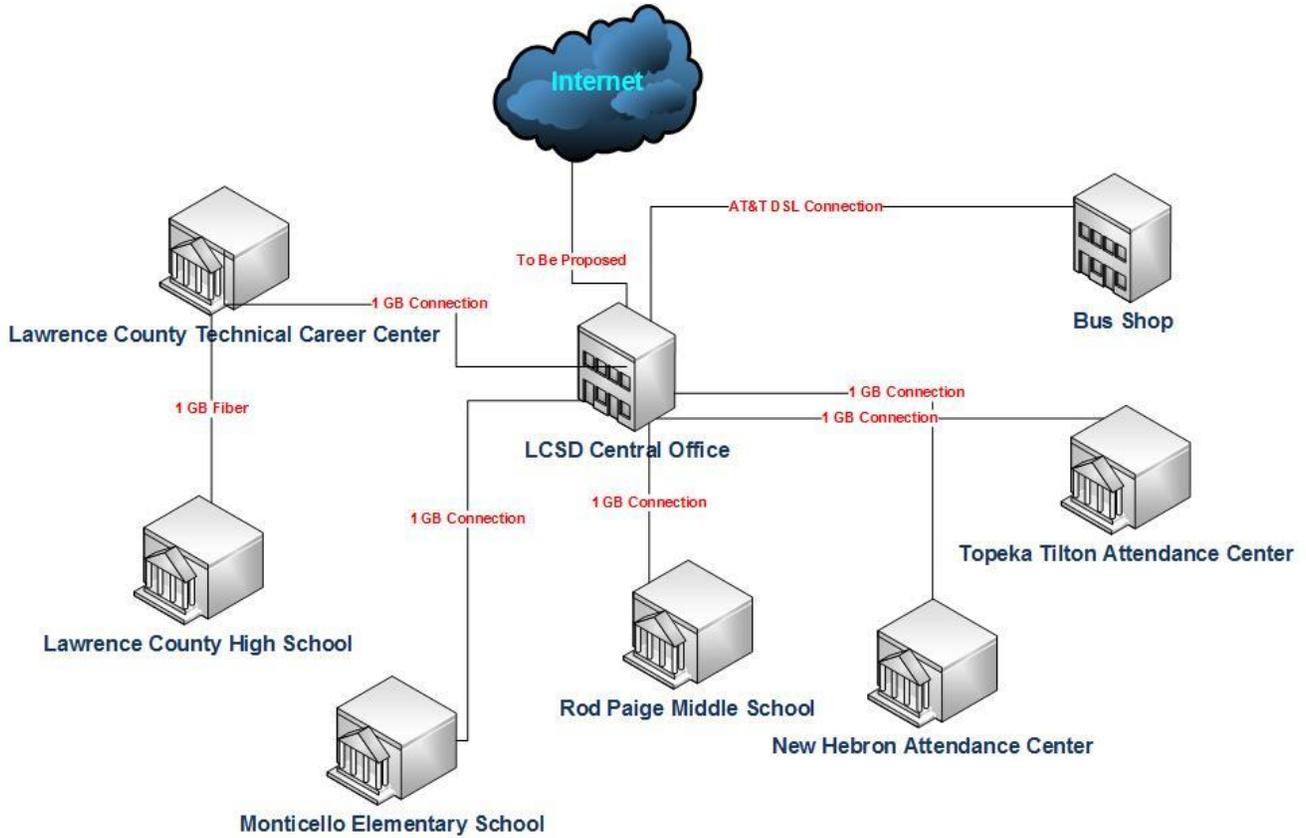
120 Golden Bear Lane  
New Hebron, MS 39140

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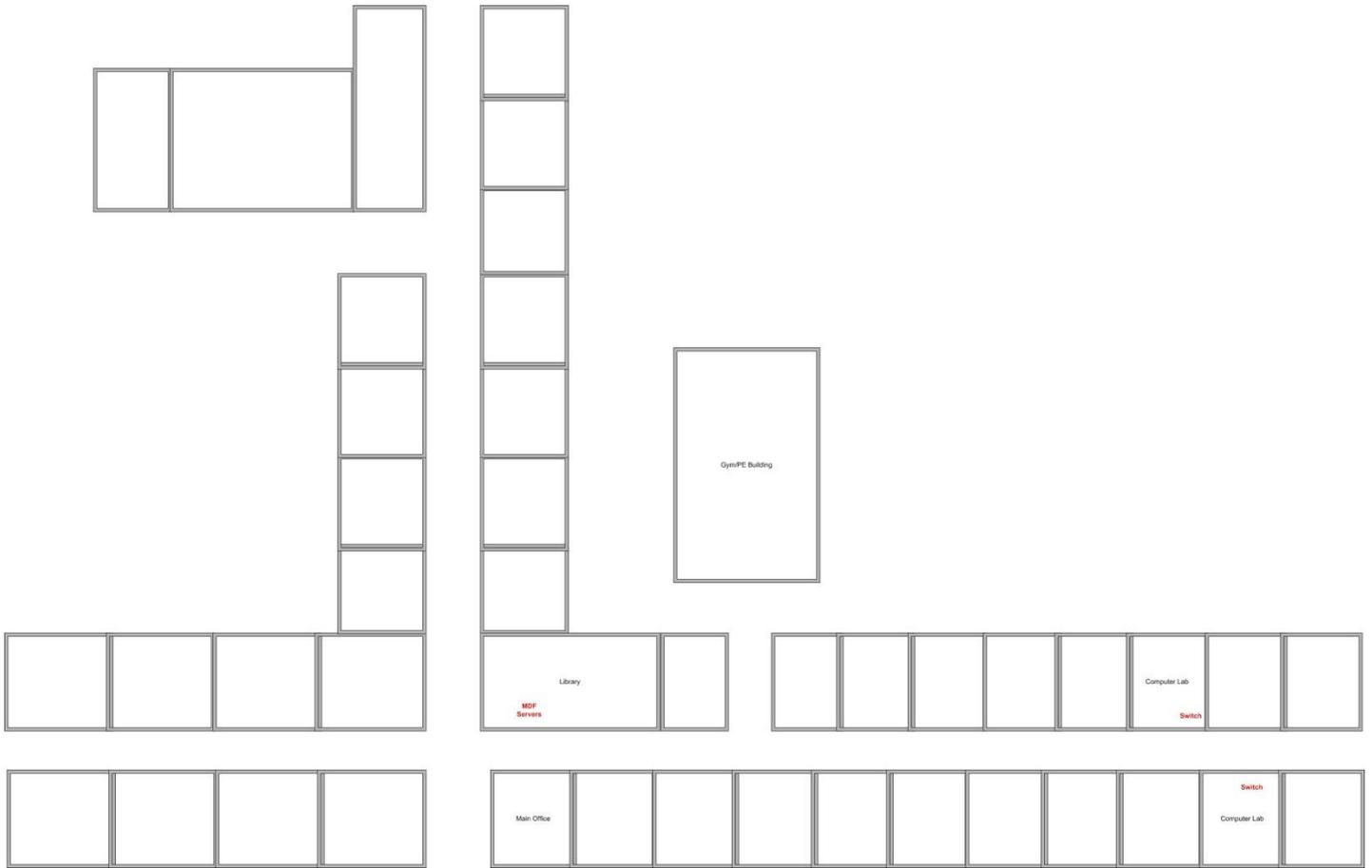
## APPENDIX B

### LCSD District WAN

Friday, December 10, 2010

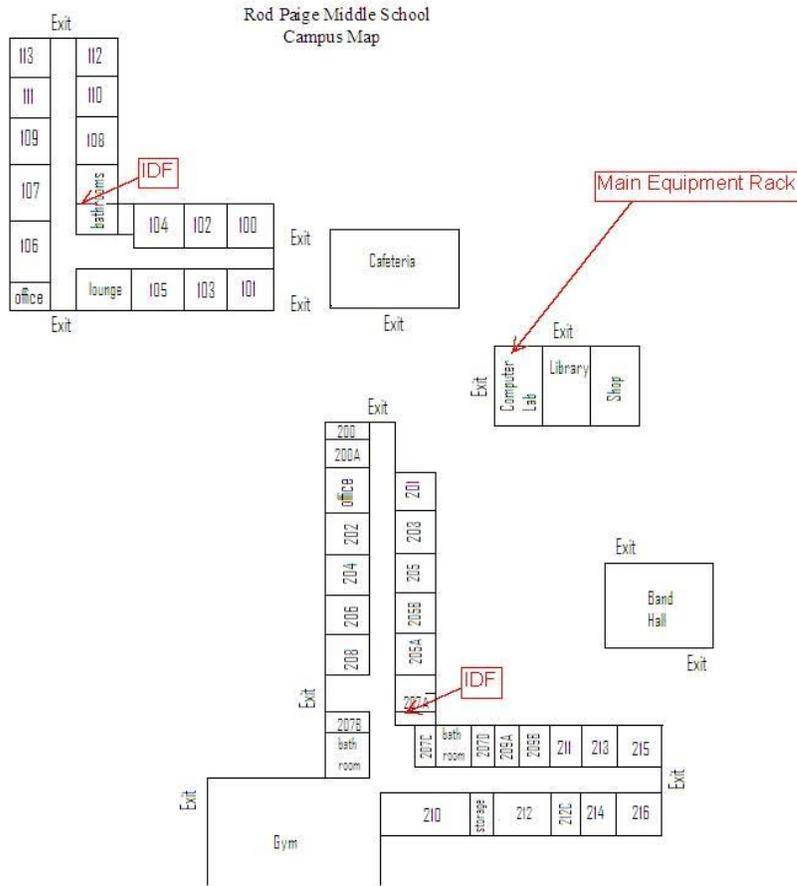


**Monticello Elementary School**



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## Rod Paige Middle School



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## Topeka Tilton Attendance Center

Topeka Tilton Attendance Center  
Main Campus

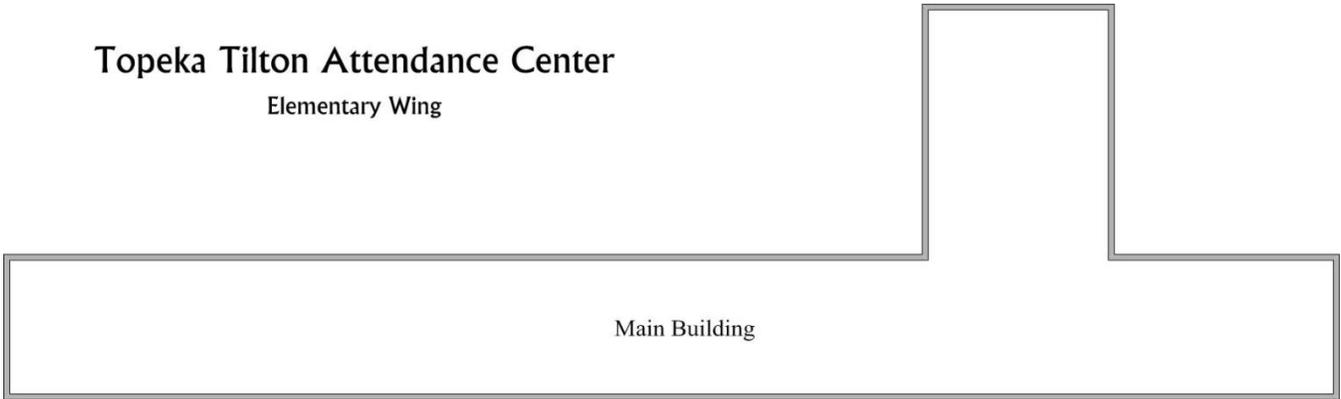


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## Topeka Tilton Attendance Center

Elementary Wing



Boy's Restroom	Room #5
Girl's Restroom	Room #5
Room #13 I D F	Room #6
Room #12	Room #7
Room #11	Room #8
Room #10	Room #9

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## New Hebron Attendance Center

