



EXCELSIOR SPRINGS SCHOOL DISTRICT

— *Together, Achieving Excellence* —

Request for Proposal Internal Connections: Wireless Access Points

The Excelsior Springs School District is accepting proposals for wireless access points and licenses for internal connections for classrooms in our schools.

The Excelsior Springs School District #40 is: 1- Early Childhood Center, 3- Elementary Schools, 1- Middle School, 1- High School, 1- Technical Center, and 1-new elementary (under construction, scheduled to open August 2021) including a total district enrollment of approximately 2,900 students.

Request for Information

All questions by vendors must be submitted by 02/02/21.

Requests for information must be submitted in writing to the attention of Lynnette Procopio, Director of Technology via email at lprocopio@ga.essd40.com within the time-frame indicated in the response timeline.

Questions received after the deadline will not be responded to. Questions and responses will be posted on the district's website and EPC portal site. If there is a discrepancy between documentation posted in multiple locations, the controlling (master) document will always be located at essd40.com.

Request for Proposal (RFP) Response

The bid submission deadline is 8:00 a.m., February 17, 2021.
Due to Covid, sealed bids should be emailed to the following address:

ESSD-SealedBids@ga.essd40

The subject line must read Sealed Bid 2021-T004e-Wireless Access Points

The Excelsior Springs School District #40 reserves the right to reject any and all bids and award the contract that would be in the best interest of the Excelsior Springs School District #40.

Current Equipment

Excelsior Springs School District runs a wide area network via dark fiber from the Support Service Center to each building in a “hub and spoke” configuration.

The wired network is currently made up of Cisco switching equipment with each building headend switch connected to a primary site and secondary site, Support Service Center and High School via dedicated 10Gb connections. Presently the district deploys Cisco 5508 Wireless LAN Controllers, one primary and one secondary, both at the Support Service Center.

A variety of access point models are currently in use;

- Indoor - AIR-AP2802I-B-K9, AIR-AP3802I-B-K9, AIR-CAP2602I-A-K9, AIR-CAP2702I-A-K9, AIR-CAP2702I-B-K9, AIR-CAP3602I-A-K9
- Outdoor - AIR-CAP1532I-A-K9

Specifications

High School	
Qty	Part Number or Equivalent
59	Aruba AP-515 or equivalent
1	Aruba AP-565 for outdoor
60	Installation

Middle School	
Qty	Part Number or Equivalent
46	Aruba AP-515 or equivalent
1	Aruba AP-565 for outdoor
47	Installation

Elkhorn Elementary School	
Qty	Part Number or Equivalent
21	Aruba AP-515 or equivalent
1	Aruba AP-565 for outdoor
22	Installation

Westview Early Childhood Center	
Qty	Part Number or Equivalent
43	Aruba AP-515 or equivalent
1	Aruba AP-565 for outdoor
44	Installation

Lewis Elementary School	
Qty	Part Number or Equivalent
41	Aruba AP-515 or equivalent
1	Aruba AP-565 for outdoor
42	Installation

Early Childhood Center	
Qty	Part Number or Equivalent
6	Aruba AP-515 or equivalent
1	Aruba AP-565 for outdoor
7	Installation

Cornerstone Elementary	Please note the new construction facility, Cornerstone Elementary, needs equipment prior to July 1st, but no earlier than April 1st to remain E-rate compliant. School opens August 2021.
Qty	Part Number or Equivalent
44	Aruba AP-515 or equivalent
1	Aruba AP-565 for outdoor
45	Installation

A. Equipment - high density Wi-Fi 6 (802.11ax) connectivity for indoor environments

- Wireless Equipment must support 802.11ax and ac wave 2 standard
- The system must be compatible with the district's existing equipment.
- The system must be only new, not refurbished or reconditioned equipment.
- Local control independent of a Cloud-based central management system ● The system must be Wi-Fi 6 Certified for 802.11ax.
- Dual-radio, 5-GHz 802.11ax, and 2.4 GHz 802.11ax
- Each access point must have at least a 2.5-gigabit Ethernet port.
- 802.3at Power over Ethernet (POE+)
- Each access point must support VLAN tagging on individual SSIDs.
- Each access point should have the ability to switch radios from the 2.4 GHz spectrum to the 5 GHz spectrum.
- Each access point should be able to load balance traffic across all available radios. (4x4) MU-MIMO
- Mounting brackets
- Identify warranties
- Software and firmware updates for 5 years bundled

B. Centralized Management

The Excelsior Springs School District seeks additional tools and technologies to better support the wireless network purchased through this RFB process. Centralized management of proposed access points, including:

- Must allow local control of individual access points in the event the cloud-based central management system is offline.
- Configuration management
- Global configuration changes
- Ability to load floor plans into centralized management to create heat maps
- Monitoring capabilities for spectrum analysis and wireless intrusion detection/protection
- Radio management that assigns channels, helps avoid RF interference
- Security options including 802.1x with Radius secure authentication and rogue access point detection
- Auditing
- Delegated administration

Customer Requirements

- Creation of a program to replace the wireless network at Excelsior Spring School District and equip the new Cornerstone Elementary school. This program is currently estimated to replace 238 and add 61 although actual quantities may vary. The total number of access points will be finalized at the time of contract signing, as quantities and locations may change.
- The new system needs to function flawlessly with Aruba Clearpass
- Monitoring tools and ongoing maintenance should also be included in responses.
- Access points must be engineered to obtain maximum performance using techniques such as installing them below the tile on the ceiling grid, avoiding light fixtures, etc.
- Wireless must be capable of handling 2000-2500 devices. Capacity to include 60 devices per room in multiple adjacent rooms. End to end coverage.
- Any additional applicable wiring for access points using Cat 6 or 6A cabling.
- The plan for equipment must include new, not refurbished, or remanufactured equipment
- Documentation supporting the estimated life cycle of proposed products and product families, warranties and maintenance contracts, and any other information that would support an ongoing replacement program.
- Installation, activation, and configuration of the Access Points, working seamlessly with Aruba Clearpass (already in use), must be completed by the vendor and configured to Excelsior Springs District standards.

Information Requested

- Proposed solution pricing
- Include any one-time and recurring costs and explain any additional associated contractual obligations associated with the growth option (as stated above).

- Provide support agreements including response times.

Installation Timeline

No billing can take place before July 1, 2021, though start-up work can begin as early as April 1, 2021, to meet this deadline and maintain compliance with the E-Rate Program rules.

Request for Proposal Preparation Cost

Costs for preparing responses and any other related material is the responsibility of the VENDOR, and shall not be chargeable in any manner to ESSD40. The ESSD40 will not be held liable for any cost incurred by VENDORS in responding to the RFP.

Vendor Qualifications

Any individual firm submitting a proposal must be able to provide evidence that the individual or firm and its personnel carrying out the responsibilities have expertise and experiences in all areas identified in the Services Required section of this RFP. The vendor shall provide three (3) K-12 references consisting of similar work and scope.

Payment and Funding

The District intends to partially fund the services contemplated herein by leveraging the federal E-Rate program. Vendors should be familiar with and compliant with all applicable federal E-Rate policies. Bids from vendors that are not E-Rate eligible will not be considered for this RFP. Vendors must provide a response to this RFP that is compliant with E-Rate. Vendors must submit their E-Rate Service Provider Identification Number (SPIN) in the vendor response. Vendors must submit their E-Rate Federal Communications Commission Registration Number (FCCRN) in the vendor response along with proof of FCC Green Light Status. The successful bidder also must abide by the requirements for vendors under the E-rate program as set forth by the E-Rate program administrators. These requirements include, but are not limited to; filing of all Form 474 forms, an extension of appropriate discounts to the participating eligible entities, careful recordkeeping for auditing purposes, and the provision of any information participating eligible entities must submit as part of their filing requirements. The bidder must identify and separate any costs that are associated with non-E-Rate eligible entities and services as identified in the scope of work herein.

Basic Selection

Awards will be granted to the most cost-effective solution that best meets the goals of the wireless access equipment replacement program. In keeping with the guidelines of E-rate, the price will be the most heavily weighted factor, but not the sole factor in evaluating proposals. Therefore, the District may consider factors other than price alone in the consideration of bids; price for E-rate eligible goods and services will be the primary factor considered.

The process that will be used by the district in selecting the firm to perform services outlined in the Request for Proposal will be as follows:

- A. Screening & Selection – The screening and selection will be performed by District Staff. All proposals submitted by firms will be reviewed. The committee will then formulate a recommendation to the Board of Education. The criterion to be used by the committee in the evaluation process is as follows:
 - Responses will be evaluated according to the following weighting:

	Factor	Total Points Available
	Cost of E-rate eligible products and/or services	30
	Cost of E-rate ineligible products and/or services	10
	Compatibility with existing ESSD “wireless” networking infrastructure. NOTE: Exact match products will receive a higher evaluative score.	15
	Implementation Cost	10
	Experience with similar-sized K-12 projects and references.	10
	Experience with district	10
	Ability to deliver service at the start of the funding year	5
	Regional Vendor – within 150 miles of Excelsior Springs, MO	5
	Financial Stability	5
	Total Points	100

Timeline:

Activity	Date
RFP issued	01/20/21
Question due date	02/02/21
Respond to written questions	02/04/21
Bids due and opened	02/17/21
RFP Review & Selection	02/17/21
Contractor Notification	03/08/21

- The Excelsior Springs School District reserves the right to reject any or all RFP’s for irregularities, informalities, or technicalities which is in the best interest of the District. The

Excelsior Springs School District also reserves the right to waive any or all RFP's for irregularities, informalities, or technicalities which is in the best interest of the District.

- Vendors may withdraw their RFP before the stated time of opening, but may not be withdrawn for thirty days thereafter unless required by law.
- The Excelsior Springs School District reserves the right to accept any offer in part or whole, to request a new RFP, or to award any of the items specified herein as it deems to be in its best interest of the school district. By quoting, the vendor specifically agrees that the decision of the Excelsior Springs School District is final and binding.
- The Excelsior Springs School District reserves the right to be the sole determining party as to which vendor is awarded this project. The selection process will be made on a combination of factors with the price being the heaviest weighted factor.
- Should the vendor take exception to any terms, conditions, or specifications stated herein, such exception must be so stated in writing on company letterhead and submitted before the RFP opening.
- Written exceptions may or may not be honored by the Excelsior Springs School District. By quoting this proposal, the vendor agrees to all contents of this RFP.
- Failure to deliver as guaranteed, or any other material breach or default by the awarded vendor, may result in the disqualification of the vendor from future RFP's. In the case of default by the awarded vendor, the Excelsior Springs School District will procure from the second-ranked vendor, and hold the first vendor responsible for any excess cost associated therein.
- Vendors are expected to utilize Lynnette Procopio, lprocopio@ga.essd40.com, as the sole representative for ALL information regarding this RFP. Vendors who contact any other District employee or representative without the approval of Lynnette Procopio are subject to disqualification from this RFP.

Cost Proposal

Pricing tables must be included for services as proposed by the vendor. [Bid Response Form](#) The Excelsior Springs School District expects that proposed prices will be honored throughout the term of a negotiated agreement. Additionally, the cost proposal should address the following points:

- The Excelsior Springs School District welcomes cost-effective alternatives to products or designs which the vendor deems to be worthy of consideration. In cases where an alternative is being suggested, we request that you provide the rationale for the alternative.
 - List all one-time charges, such as for installation.
- List any optional or supplementary products or services you are proposing and the benefit to the Excelsior Springs School District, and how they would be priced.

- Indicate the assumptions you used to develop the pricing strategy or any other part of your proposal.

E-Rate Requirements

The Telecommunications Act of 1996 established a fund by which Schools and Libraries across the Country could access discounts on eligible telecommunications products and services. The program is commonly known as the E-Rate Program. The eligibility for discounts on internet access, telecommunications products and services, internal connection products, services and maintenance is determined by the Federal Communications Commission (FCC). Funding is made available upon application approval by the Schools and Libraries Division (SLD) of the Universal Service Administrative Company (USAC), which was established by the Act. The amount of discount is based on the numbers of students receiving free and reduced price meals.

1) E-RATE CONTINGENCY

The project herein [is/may be] contingent upon the approval of funding from the Universal Service Fund's Schools and Libraries Program, otherwise known as E-rate. Even after award of contract(s) and/or E-Rate funding approval is obtained, the District may or may not proceed with the project, in whole or in part. Execution of the project, in whole or in part, is solely at the discretion of the District.

2) SERVICE PROVIDER REQUIREMENTS

The District expects Service Providers to make themselves thoroughly familiar with any rules or regulations regarding the E-Rate program.

- A. Service Providers are required to be in full compliance with all current requirements and future requirements issued by the SLD throughout the contractual period of any contract entered into as a result of this RFP.
- B. Service Providers are responsible for providing a valid SPIN (Service Provider Identification Number). More information about obtaining a SPIN may be found at this website:
<https://www.usac.org/E-Rate/service-providers/step-1-obtain-a-spin/>
- C. Service Providers are responsible for providing a valid Federal Communications Commission (FCC) Registration Number (FRN) at the time the bid is submitted. More information about obtaining an FRN may be found at this website:
<https://fjallfoss.fcc.gov/coresWeb/publicHome.do>
- D. Service Providers are responsible for providing evidence of FCC Green Light Status at the time the bid is submitted. Any potential bidder found to be in Red Light Status must provide an explanation of the steps it is undertaking to be removed to Red Light Status and the expected timeframe for resolution. A Service Provider's sustained Red Light Status may be grounds for contract termination as it could prohibit the Service Provider from providing E-Rate discounts in a timely manner which would cause harm to the Applicant. More information about FCC Red and Green Light Status may be found at this website:
http://www.fcc.gov/debt_collection/welcome.html
- E. Products and services must be delivered before billing can commence. At no time may the Service Provider invoice before July 1, 2021.

- F. Prices must be held firm for the duration of the associated E-Rate Funding Year(s) or until all work associated with the project is complete (including any contract and USAC approved extensions).
- G. Goods and services provided shall be clearly designated as “E-Rate Eligible”. Non-eligible goods and services shall be clearly called out as 100% non-eligible or shall be “cost allocated” to show the percentage of eligible costs per SLD guidelines.
- H. Within one (1) week of award, the awarded Service Provider must provide the District a bill of materials using a completed USAC “Item 21 Template”. Subsequent schedules of values and invoices for each site must match Item 21 Attachment or subsequent service substitutions.
- I. In the event of questions during an E-Rate pre-commitment review, post-commitment review and/or audit inquiry, the awarded Service Provider is expected to reply within 3 days to questions associated with its proposal.
- J. The awarded Service Provider is required to send copies of all forms and invoices to the District prior to invoicing USAC for pre-approval. Failure to comply with this requirement may result in the District placing the vendor on an “Invoice Check” with USAC:
<https://www.usac.org/E-Rate/applicant-process/invoicing/invoice-check/>
- K. Services providers must comply with the FCC rules for Lowest Corresponding Price ("LCP"). Further details on LCP may be obtained at USAC's website: <https://www.usac.org/E-Rate/service-providers/step-2-responding-to-bids/lowestcorresponding-price/>

3) SERVICE PROVIDER ACKNOWLEDGEMENTS

- a. The Service Provider acknowledges that no change in the products and/or services specified in this document will be allowed without prior written approval from the district and a USAC service substitution approval with the exception of a Global Service Substitutions.
- b. The Service Provider acknowledges that all pricing and technology infrastructure information in its bid shall be considered as public and non-confidential pursuant to §54.504 (2)(i)(ii).
- c. The Service Provider acknowledges that its offer is considered to be the lowest corresponding price pursuant to § 54.511(b). Further details on LCP may be obtained at USAC's website: <https://www.usac.org/E-Rate/service-providers/step-2-responding-to-bids/lowest-corresponding-price/>. Should it not be the lowest corresponding price, the service provider must disclose the conditions leading to the applicant being charged in excess of lowest corresponding price.
- d. BIDDERS are required to comply with the FCC’s Lowest Corresponding Price (“LCP”) Requirement for all equipment and Services. BIDDER acknowledges that BIDDER is solely responsible to comply with LCP requirements. To the extent that USAC finds an

LCP violation and reduces the E-Rate Funding, BIDDER agrees that it will not hold the DISTRICT liable for any shortfall in E-Rate funding and will be responsible for any ensuing appeals, COMADS and/or RIDFS.

- e. The Service Provider attests that its offer does not violate the FCC’s REPORT AND ORDER, FURTHER NOTICE OF PROPOSED RULEMAKING, AND ORDER in the matter of “Protecting Against National Security Threats to the Communications Supply Chain Through FCC Programs” (FCC 19-121, adopted November 22, 2019, released November 26, 2019) and provisions contained in the Order and any subsequent Orders related to the FNPRM referenced in FCC 19-121. FCC 19-121 can be viewed at <https://docs.fcc.gov/public/attachments/FCC-19-121A1.pdf>
 - f. This offer is in full compliance with USAC’s Free Services Advisory. There are no free services offered that would predicate an artificial discount and preclude the applicant from paying its proportionate non-discounted share of costs. The service provider agrees to provide substantiating documentation to support this assertion should the applicant, USAC, or the FCC request it.
- L. <https://www.usac.org/E-Rate/applicant-process/competitive-bidding/free-services-advisory/>

4) STARTING SERVICES/ADVANCE INSTALLATION

The annual E-Rate Funding Year begins on July 1 and expires on June 30 of each calendar year. Regardless of the contract “effective date”, E-Rate eligible goods and/or services requested in this RFP shall be delivered no earlier than the start of the 2021 funding year (July 1, 2021 for Category 1 Services and April 1, 2021 for Category 2). If Category 1 services (Telecommunication Services and Internet access) will begin on or shortly after July 1 of a funding year, the service provider, in some cases, may need to undertake some construction and installation work prior to the beginning of that funding year. Within the limitations indicated below, the infrastructure costs of a service provider can be deemed to be delivered at the same time that the associated Category 1 services begin. That is, if services begin on July 1, then the delivery of service provider infrastructure necessary for those services can be considered as also delivered on July 1.

EARLY FUNDING CONDITIONS

Category 1

There are four conditions that must be met in order for USAC to provide support in a funding year for Category 1 infrastructure costs incurred prior to that funding year.

- Initiation of installation cannot take place before selection of the service provider pursuant to a posted Form 470 and in any event no earlier than six months prior to July 1 of the funding year.
- The Category 1 service must depend on the installation of the infrastructure.
- The underlying Category 1 service cannot have a service start date prior to July 1 of the funding year.
- No invoices can be submitted to USAC for reimbursement prior to July 1 of the funding year.

For more information, please refer to the FCC Order involving the Nassau County Board of Cooperative Educational Services (DA 02-3365 , released December 6, 2002). This FCC decision only applies to Priority 1 services (telecommunications services and Internet access).

http://www.usac.org/_res/documents/about/pdf/fcc-orders/2002-fcc-orders/DA-02-3365.pdf

The complete text can be found at the following URL:

<https://www.usac.org/E-Rate/applicant-process/starting-services/advance-installation/>

Category 2

There is one condition that allows USAC to provide support in a funding year for Category 2 installation costs incurred prior to that funding year.

- We also amend our rules for category two non-recurring services to permit applicants to seek support for category two eligible services purchased on or after April 1, three months prior to the start of funding year on July 1. This will provide schools with the flexibility to purchase equipment in preparation for the summer recess and provide the maximum amount of time during the summer to install these critical networks.
- For more information, please refer to the FCC Report and Order and Further Notice of Proposed Rulemaking (FCC 14-99, released July 23, 2014). This FCC decision only applies to Category 2 services (Internal Connections).
https://apps.fcc.gov/edocs_public/attachmatch/FCC-14-99A1.pdf

5) INVOICING

- a. The Service Provider agrees to bill and receive a portion of the payment for the provisions of goods and services described herein directly from USAC via the Form 474 Service Provider Invoice (SPI). The District will only be responsible for paying its non-discounted share of costs and does not intend to use the BEAR process (Form 472). The maximum percentage the District will be liable for is the pre-discount amount minus the funded amount as shown on the FCC Form 471 Block 5 and any identified ineligible costs. Upon the successful receipt or posting of a Funding Commitment Decision Letter from the SLD and submission and certification of Form 486, the District shall pay only the discounted amount beginning with the billing cycle immediately following said approval. Alternatively, should the District decide that it is in the best interest of the District to file a Form 472, the District will inform the Service Provider of its intent.
- b. All Service Provider invoicing to USAC must be completed within 120 days from the last day of service. Should the Service Provider fail to invoice USAC in a timely manner, the District will only be responsible for paying its non-discounted share.

6) FCC/SLD AUDITABILITY

The E-Rate program requires that all records be retained for at least ten (10) years from the last date of service provided on a particular funding request. Respondent hereby agrees to retain all books, records, and other documents relative to any Agreement resulting from this RFP for ten (10) years after final payment. The District, its authorized agents, and/or auditors reserves the right to perform or have performed an audit of the records of the Respondent and therefore shall have full access to and the right to examine any of said materials within a reasonable period of time during said period.

7) PROCUREMENT OF ADDITIONAL GOODS AND/OR SERVICES/COTERMINOUS EXPIRATION

During the term of any Agreement resulting from this RFP, the District may elect to procure additional or like goods and/or services offered by the Respondent. Such services shall be negotiated and obtained via

an official amendment to this Agreement and approval by the District's Governing Board. All terms, conditions, warranties, obligations, maintenance and support of said goods or services shall have a coterminous expiration date with the original date of this Agreement. The District shall not enter into a separate Agreement for said goods or services. Respondents must state in their proposal that they acknowledge, accept and are in agreement with coterminous expiration conditions.