

# **Request for Proposal: Cabling**

February 3, 2021

Southern School District  
115 South 11th Street  
Wymore, NE 68466

Erate Identifier: Cat2.2021Cabling

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## Overview

Southern School District is seeking proposals for CommScopeCat6a, or equivalent to, cabling at the district. Additionally, Southern School District is seeking proposals that includes the removal of their current network cabling.

**A successful vendor must bid all projects in order to be considered.**

All bidding vendors must be Erate eligible and have an updated Form 473 (SPAC) on file to provide the services requested and provide their Service Provider's Form 498 ID (formally known as SPIN) as part of this RFP. **Vendors are required to state if any proposed equipment and/or services are ineligible for Erate funding as part of their proposal documentation.**

Top two vendors may be asked to present their proposal to the district technology staff in person.

Vendors will have 24 hours after vendor selection is announced to raise any questions. Questions will be addressed via the web site posting answers to all questions. The District will have the final authority to the resolution of all questions.

Proposals are due in either hardcopy or in electronic form (PDF format) on or before **Friday, March 5, 2021 at 3:00 pm CST** at Southern School District, Attn: Cody Sabey – RFP Response, 115 South 11th Street, Wymore, NE 68466 or emailed to [csabey@southernschools.org](mailto:csabey@southernschools.org). Emailed proposal documents will be time-stamped from the receiving computer.

Proposals opening will be held at the Board Room of Southern School District, 115 South 11th Street, Wymore, NE on **Tuesday, March 8, 2021.**

Questions should be addressed, no later than February 23, 2021, to:

Cody Sabey

Email: [csabey@southernschools.org](mailto:csabey@southernschools.org)

Questions and Answers will be posted on district website (<https://www.southernschools.org/>) by February 25, 2021.

**Vendors can schedule a site visit to walkthrough the building by contacting Cody Sabey at [csabey@southernschools.org](mailto:csabey@southernschools.org). Walkthroughs must be completed by February 23, 2021.**

## 1.1 General Description

The general description of the Scope of Work (SOW) is to provide CommScope Cat6A or highly equivalent to, cabling at the district for a total of forty (40) drops. Additionally, Southern School District is requesting the proposals to include the removal of their current network cabling. All bids must comply with all sections of this RFP and the products and services to be considered.

**Vendors can schedule a site visit to walkthrough the building by contacting Cody Sabey at [csabey@southernschools.org](mailto:csabey@southernschools.org). Walkthroughs must be completed by February 23, 2021.**

## 2.1 Product and Services Specifications.

All drops must be CommScope CAT6A, or highly equivalent to, cabling to a location in the classroom ceiling including a 10 foot service loop to be coiled above the ceiling unless agreed upon during the mandatory walk-thru. Must be terminated on the classroom side with a surface mount jack or other female adapter and on the MDF/IDF side on the patch panel in the data rack. In some locations, additional data racks may be needed and must be included in the project cost. All additional rack will be determined at the time of the walk-thru. All cable must be plenum rated.

## 3.1 Installation Schedule

Cabling installation must be completed during non-school day hours or times agreed upon at signing of contract. All installation equipment must be removed from student access during school hours. A secured storage room will be provided for vendor. Job must be completed by August 1, 2021.

## 4.1 Changes to Scope of Work

The District, without invalidating the Contract, may order changes within the SOW consisting of additions, deletions, and/or modifications, the Contract Sum and the Contract Time being adjusted accordingly. All said changes in the SOW shall be authorized by written "Change Order(s)", signed by the District.

## 5.1 Vendor Responsibilities

It shall be the responsibility of the selected vendor/contractor to provide the configuration and system quantities to all locations stated herein. The intentional or accidental omission of necessary component(s) or system(s) shall require the selected vendor/contractor to supply said missing component(s) or system(s) at no cost to the District. The District and any Consultants associated with this RFP are not responsible for any omission, failure to detect any requirement, or any other condition required to complete the Scope of Work.

### **The awarded Bidder shall:**

- Meet jointly with representatives of the District to exchange information and agree on details of equipment arrangements and installation interfaces for the cabling project.
- Have sufficient resources in order to complete the SOW within the allotted timeframe.
- Furnish all labor, supervision, tooling, and miscellaneous mounting hardware and consumables for the cabling system installed at the District.
- Furnish, install, and terminate data jacks at each location according to the Product and Services Specifications.
- Attend the mandatory walk-thru.
- Install all cable in accordance with the Product and Services Specifications and/or manufacturer's recommendations and best industry practices.
- Develop and submit for approval a labeling system for the cable installation. At a minimum, the labeling system shall clearly identify all components of the system; racks, cables, panels, and outlets. Sample labels must be approved by the District.
- Test (100%) all cables and termination hardware for defects in installation and to verify cable performance under installed conditions. Testing procedures should be included in proposal documentation.
- Supply documentation of testing and footage of each cabling run in proposal documentation.
- Abide by and responsible for all electrical and fire code regulations.
- Provide a written guarantee/warranty covering the installed cabling system against defects in workmanship, components, and performance, and follow-on support after project completion for a period of fifteen (15) ~~three (3)~~ years.

## 6.1 E-rate Terms

Any and all USF E-rate "ineligible" products and/or services must be listed separately in the Bid.

## 7.1 Pricing and Payment Structure

Vendors are required to breakdown the purchases as outlined in the table in Appendix A. Vendors are required to complete all projects listed in Appendix B as part of their proposal. **A successful vendor must bid all projects in order to be considered.**

Contracts will be awarded only after receiving a funding commitment and decision letter from SLD or agreed upon by the district. This RFP will automatically become part of any contract awarded to a vendor. The District requests vendors to file a Form 474 (Service Provider Invoice; SPI) to request reimbursement directly from USAC for the eligible Erate portion of the contract.

## 8.1 Evaluation Process

Please refer to Appendix B for further details regarding the evaluation process.

## 9.1 Discrepancies and Omissions

Vendors finding discrepancies or omissions in the RFP or having any doubts as to the meaning or intent of any part thereof shall submit such questions or concerns to Cody Sabey, Southern School District, csabey@southernschools.org. Addenda issued in correspondence to this RFP shall be considered a part of this RFP and shall become part of any final Contract that may be derived from this RFP. This RFP and its addenda will be part of any possible future contract with successful vendor(s).

## 10.1 Contingencies

This RFP should not be considered as a Contract to purchase goods or services, but is a Request for Proposal in accordance with the Terms and Conditions herein and will not necessarily give rise to a contract. However, RFP responses should be as detailed and complete as possible to facilitate the formation of a contract based on the RFP response(s) that are pursued should Southern School District decide to do so. Proposals stating that pricing is valid dependent upon availability and/or subject to prior sale will be considered as non-responsive. Completion of this RFP form and its associated Appendices are a requirement. Failure to do so will disqualify your RFP response submittal. Vendors must submit sealed RFP responses by the due date and time as specified herein. Electronic submissions will be accepted if create in PDF format and e-mail csabey@southernschools.org by the due date and time as specified herein. Date and time stamp of receiving computer will govern all e-mails. Vendors will be considered nonresponsive if the above requirements are not submitted as requested. The Southern School District has the right to reject all submitted proposals and resubmit for new proposals through a revised RFP.

## 11.1 Vendor Questions and Clarifications.

Questions should be addressed, no later than February 23, 2021, to:

Cody Sabey

Email: [csabey@southernschools.org](mailto:csabey@southernschools.org)

Questions and Answers will be posted on district website (<https://www.southernschools.org/>) by February 25, 2021.

Final

Appendix A

<b>TABLE 1.1: SOUTHERN SCHOOL DISTRICT SHARED SERVICES</b>		
<b>Erate Eligible Services</b>		
<b>Description</b>	<b>Qty</b>	<b>Total Project Cost*</b>
<b>CAT6A drops</b>	<b>40</b>	
<b>Additional Charges</b>		
<i>*Detailed description of the total project cost is required to be included as part of the proposal.</i>		

I acknowledge Section 2.1 Pricing and Payment; Southern School District will only accept discount on invoices; therefore, the winning vendor will file a Form 474 (Service Provider Invoice Form) to request payment of the discount amount for eligible services after billing the applicant for the non-discount share of the cost of the equipment and/or services.

Vendor Name: \_\_\_\_\_

Erate Form 498 ID (SPIN): \_\_\_\_\_

Printed Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date Submitted: \_\_\_\_\_



## Appendix B

Evaluation Rubric  
Southern School District  
Erate: Cat2.2021Cabling

### **1. Cost of Eligible Equipment and Services .....40 points**

Cost of Equipment and Services will be released at time of proposal opening. Points will be awarded during the evaluation of the proposal(s).

### **2. Vendor Qualifications, Knowledge and Experience, Past Work, Skills and Abilities, and Past Performance in Similar Projects ..... 25 points**

Criteria will be determined based on demonstrated history of related projects, knowledge in installation and managed services provided.

### **3. Testing Method and Warranty.....20 points**

All documentation provided on testing procedures and warranty coverage will be evaluated.

### **4. Reliability and References ..... 10 points**

Reliability score will be determined using the following criteria:

- a. References given in the RFP
- b. Known other users of the device
- c. Personal experiences

### **5. Regional Vendor .....5 points**

Regional Vendor score will be determined based on the location of the Vendor.