Sno-Isle Libraries 2019 RFP for Cisco 2960X Access Switches

Description of Products & Services Needed:

The Library seeks to purchase Cisco 2960X-48LPD-L or equivalent Access Switches, including Licensing and Technical Support. Other switch models with the desired capabilities include the Juniper EX3400-48P and the HP HPE Aruba 2540 48G PoE+ 4SFP+. Only one switch model will be selected, but all products with equivalent capabilities will be evaluated.

Below is a list of the estimated quantities for the initial purchase in the first year of the contract and the total quantities over the entire term of the contract. Please bid on the initial quantities listed below, but note that the quantities listed are not a guarantee of sales. Other accessories required to make this equipment functional should be included in your bid if not listed below. Pricing for accessories may be bundled with related equipment.

<table>
<thead>
<tr>
<th>Model #s of Switches with desired capabilities (or equivalent)</th>
<th>Description (or equivalent)</th>
<th>Initial Qty</th>
<th>Optional Total Contract Qty</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Cisco 2960X-48LPD-L</td>
<td>Access switches with capabilities of any of the listed switch model numbers</td>
<td>45</td>
<td>90</td>
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<td>• Juniper EX3400-48P</td>
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<tr>
<td>• HP HPE Aruba 2540 48G PoE+ 4SFP+</td>
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<tr>
<td>TBD</td>
<td>Other equipment, software or accessories required to make the system function</td>
<td>TBD</td>
<td>TBD</td>
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<td>TBD</td>
<td>5 years of Licensing and Technical Support for above switches and equipment. Indicate if license is for a Right to Use or for a Software Patch/Tech Support/ Maintenance</td>
<td>TBD</td>
<td>TBD</td>
</tr>
</tbody>
</table>

Bids should indicate if any items are not eligible or partially eligible for E-rate funding. If the item is only partially eligible for E-rate funding, provide the eligibility % with bid. If there is another comparable item that is fully eligible, please also include that item in your bid.

Additional optional units may be purchased to meet future demand, to accommodate new branch openings, as part of an equipment replacement plan or for other unforeseen reasons. Future purchases may be for upgraded models with the same functionality and do not require a new contract.

Please include the costs for 5-year BMIC/Software Patch/Technical Support/Maintenance Licenses for the requested (or equivalent) new equipment. Costs for Right to Use Licenses that are required for the product to function should also be itemized. If available from the manufacturer, Products and Licenses should have special Education SKUs for schools and libraries. Quantities and model numbers on this RFP are for bidding and evaluation purposes and the Library reserves the right to change to similar/equivalent product and license model numbers and SKUs in the final contract with the selected vendor.

The library is not considering recycled or refurbished products in this bidding process and this requirement is a disqualifying factor for the evaluation of bids.
**Requested Information & Bid Format:**

1. Bids should itemize costs for products, accessories, and different types of licenses (where applicable). Bids should show pricing for the initial quantity of units, including tax, for the products in this RFP only. However, preference may be given to vendors who can supply products from other RFPs that may be posted by the Library. Exact equivalent model numbers and quantities within the range on this 470/RFP will be determined at a later date. Please indicate if lower rates apply for higher quantities purchased.
2. Costs for installation services should be itemized in the bid, if available, but you may also give a second cost for the installation bundled into the product purchase price. A vendor may also bid on the installation alone without a product purchase. The library staff may choose to install the products without vendor assistance.
3. Itemize estimated range for shipping costs, if any, based on library’s projection for initial purchase quantity. **Please include estimated lead time between order date and delivery date.**
4. Please indicate if your company has successfully sold this equipment before as part of the E-rate program and your number of years of experience with the E-rate program. Vendors should include their E-Rate SPIN number in their bid and confirm that they are current on their 2019 SPAC/473 requirements. Failure to maintain E-rate SPIN eligibility requirements could result in contract termination. Vendor must be willing to do either SPI or BEAR methods of reimbursement.

**Contract Term:**

1. Initial contract length is approximately five (5) years, with a one-year (1) automatic extension period for a total of six (6) years. If product pricing decreases in the future, the library will purchase at the lowest price available at that time.
2. Bids should include a copy of your company’s standardized contract(s) for products and services, or you can indicate if your company uses purchase orders instead of a standardized contract for this type of purchase.

**Bid Deadline, Bid Submittal, Q&A and Contact Information:**

1. Interested bidders should provide their contact information to claire@erateexpertise.com in order to receive notifications, updates and Q&A regarding this RFP.
2. Questions regarding the RFP should be submitted in writing to Claire O’Flaherty at claire@erateexpertise.com within 14 days after the 470 form has been posted to ensure that information can be disseminated to all interested bidders.
3. Bids should be submitted to Claire O’Flaherty, claire@erateexpertise.com and copied to Nick Fuchs, nfuchs@sno-isle.org
4. All RFP documents, including instructions, bid formats, Q&A, updates, etc. will be uploaded to the original E-Rate 470 form and also posted at https://www.sno-isle.org/project-bids/
5. Bidding period will end 28 days from the date the 470 form is posted, but may be extended at the library’s discretion if necessary to conduct a competitive bidding process.
6. The Library reserves the right to reject all proposals and not pursue this project.
7. For library branch addresses, please see https://www.sno-isle.org/locations
Evaluation criteria for selecting the winning bid:

Proposals will be judged on several criteria, including but not limited to:

1. Price (Most heavily weighted criteria.)
2. Compatibility of products with existing systems
3. Positive previous experience working with library and/or vendor’s E-rate experience
4. Completeness of bid (includes all items requested)