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**REQUEST FOR PROPOSAL (RFP)**  
**FOR**  
**E-RATE DISCOUNTED CATEGORY II NETWORK EQUIPMENT PROCUREMENT**  
**Montrose County School District**  
**930 Colorado Avenue**  
**Montrose, CO 81401**

**PROPOSAL DUE DATE - 12:30 P.M. MST, MARCH 23, 2021**



## CONTENTS

I.	EXECUTIVE SUMMARY.....	4
II.	PROJECT SCHEDULE.....	4
III.	OVERVIEW OF MCS D SCHOOL ENVIRONMENT.....	5
IV.	PROJECT SCOPE AND DESCRIPTION .....	5
	A. Reason for project.....	5
	B. Equipment needed.....	6
	C. Professional Services Needed .....	6
V.	SPECIFICATIONS FOR THE NEW ROUTER TO HANDLE DISTRICT OFFICE TRAFFIC .....	6
	A. Hardware .....	6
	B. Layer Three functions needed. ....	6
	C. Desired Warranty.....	6
	D. Professional Services needed for Installation and setup. ....	6
VI.	SPECIFICATIONS FOR THE NEW VoIP PBX INTERFACE .....	7
VII.	SPECIFICATIONS FOR THE NEW DISTRIBUTION SWITCHES .....	8
VIII.	SPECIFICATIONS FOR THE NEW SPAM/PHISHING FILTER .....	9
	A. Vendor Qualifications .....	9
	B. Spam Filtering Solution .....	9
	C. Software requirements .....	9
	D. Manufacturer’s Warranty .....	9
	E. Solution must provide detailed service level agreements outlining the following:.....	10
	F. Professional Services needed for Installation and setup. ....	10
IX.	Specifications for Content Filtering System .....	10
	Authentication .....	11
	HTTPS Decryption .....	12
	Management .....	12
	Reporting .....	12
	Support .....	12
	Training.....	13
	A. Hardware Tech specs needed.....	13
	B. Software requirements .....	13
	C. Manufacturer’s Warranty .....	13
	D. Professional Services needed for Installation and setup. ....	13
X.	SERVICE PROVIDER AND NETWORK REQUIREMENTS .....	14
XI.	E-RATE REQUIREMENTS.....	15



XII. CONTRACT DATES ..... 15

XIII. PROPOSAL EVALUATIONS ..... 16

APPENDIX A – MCS D CURRENT LOCATIONS AND BANDWIDTH ..... 17

APPENDIX B – PRICING FORM ..... 18

    Router Pricing Form ..... 18

    Software or Cloud-License Fees for Spam and or Content Filter ..... 19

    Professional Service Fees for Spam and or Content Filter ..... 20

APPENDIX C – TERMS AND CONDITIONS ..... 21

    ACCURACY OF BID: ..... 21

    SUBMISSION OF BID: ..... 21

    ADDENDA: ..... 21

    LATE BIDS AND MODIFICATION OR WITHDRAWALS: ..... 21

    BIDS BINDING: ..... 21

    EQUIVALENT BIDS: ..... 21

    NEW MATERIALS, SUPPLIES AND EQUIPMENT: ..... 21

    WARRANTY: ..... 21

    METHOD OF AWARD AND NOTIFICATION: ..... 21

    MCS D RIGHT TO REJECT: ..... 22

    DELIVERY TERMS: ..... 22

    DAMAGED AND/OR LATE SHIPMENTS: ..... 22

    CREDIT TERMS: ..... 22

    SELLER’S INVOICE: ..... 22

    TAX EXEMPT: ..... 22

    SAFETY: ..... 22

    HOLD HARMLESS: ..... 22

    LAW GOVERNING: ..... 23

    ANTI-DISCRIMINATION CLAUSE: ..... 23

    INSURANCE COVERAGE ..... 23

    RFP DOCUMENT ..... 23

    CLEAR AND CONCISE PROPOSAL ..... 23

    BONDING ..... 23

    FINANCIAL STATEMENTS ..... 24

    ACKNOWLEDGEMENT ..... 25



## I. EXECUTIVE SUMMARY

The Technology Department, Montrose County School District (MCSD), RE-1J, Montrose, Colorado, will receive sealed bids for **E-Rate Discounted Category II Network Equipment Procurement**.

Proposals are due **no later than March 23, 2021 at 12:30 p.m. MST**.

Proposals must have the subject line of **“Proposal for Category II Network Equipment”**.

Cost must be provided in a separate electronic document attachment included with the proposal. **Please structure cost information to follow the enclosed electronic forms. Complete all information requested on these forms. You may add additional documents to provide clarity and support the information in the forms.**

Deliver one Electronic copy by email to the Technology Department Office, 930 Colorado Avenue, Montrose, CO. 81401. **Email proposal narrative and separate cost estimate (two attachments in one email is acceptable, size permitting), to [James.Pavlich@MCSD.org](mailto:James.Pavlich@MCSD.org) by the deadline shown above.**

Mandatory specifications are enclosed. Please structure cost information on the enclosed electronic forms. Complete all information requested on these forms. Provide additional documents if necessary, to clarify your cost data.

It is imperative that the additional documentation requested in this solicitation be included so that your bid may be equitably evaluated. All pricing offered on this solicitation should include delivery charges and should be quoted F.O.B. delivered to the addresses indicated on the Appendix A. Please respond according to the quantities or bandwidth requested.

Please be sure to indicate any items that do not meet the written specifications and attach literature and specification sheets for the equipment that your firm is offering. Quote all options called for in this bid quote as minimum requirements.

The term of this contractual agreement will be one year; however, all support must be for 36 months and upon E-Rate approval the 36 months of support will be paid during the first year.

If there are any questions concerning the specifications on this request for proposal, please send them via email to **[info@chestercg.com](mailto:info@chestercg.com) no later than 5:00 P.M. MST, 3/9/2021**, with the subject line of: **“Questions for Category II Network Equipment RFP”**.

Montrose County School District RE-1J reserves the right to reject any and all bids without recourse from the vendor.

## II. PROJECT SCHEDULE

The proposal schedule is listed below.

RFP Available	2/23/2021
RFP Clarification Deadline 5:00 PM MST	3/9/2021
RFP Clarification Responses	3/16/2021
RFP Responses due by 12:30 PM MST	3/23/2021
Proposal Awarded	3/24/2021
Service Start Date	7/1/2021



### III. OVERVIEW OF MCS D SCHOOL ENVIRONMENT

Listed below is a brief profile of MCS D School District.

- Approximate number of students — 5,800
- Approximate number of staff – 750
- Google Office 365 accounts for staff and students
- Number of End-Point Locations — 16
- Approximate number of Windows PC’s – 2,100
- Approximate number of Apple MAC’s – 1,270
- Approximate number of Apple iPad’s – 6,000
- Type of cabling to each building – Cat 5, Cat 5E, Cat 6 inside wiring.

### IV. PROJECT SCOPE AND DESCRIPTION

Montrose County School District is working to improve the performance and scalability of its networking infrastructure, as well as security and control of network resources. Due to the number of school-age children, proper web filtering is of huge importance. E-mail security is also extremely important to protect computer systems and sensitive data.

The Montrose County School District network is implemented with a fairly classical hierarchical data design, using a hub and spoke architecture. There are a total of 16 campuses that communicate to the District Office. The local area network (LAN) in each location is comprised of Cisco Catalyst switches of the 2900x, 3560, 9300, and 9500 series. In addition, there are some Cisco routers 2900 series (acting as voice gateways). These LANs are connected into a wide area network (WAN) using a layer 2 connection through the provider’s Fiber.

Currently MCS D uses a pair of High Availability, (HA) SonicWall 6600 devices to block spam, filter content, and act as a firewall for the network.

#### A. Reason for project.

The SonicWall NSA 6600 firewall has higher than normal CPU utilization on a recurring basis. This can cause delay, unresponsiveness, failed authentication, and even loss of communication for end users.

MCS D desires to install a core router at the main Montrose County location that will handle WAN routing responsibilities. That will allow the firewalls to dedicate their resources to security related tasks. Implementing a router will also aid in the enablement of dynamic routing protocols within the infrastructure.

MCS D also has some devices that will be at end of support by November 2021. These devices must be replaced. The Cisco 2911 devices support voice communications and the Cisco 3560 devices are used for traditional data networking.

Device Type	End of Life Date	End of Support Date	Number to be Replaced
2911	4/22/2016	10/31/2021	3
3560	10/31/2015	10/31/2021	3



## **B. Equipment needed.**

The Montrose County School system requires a core router to handle routing at the central office and to provide WAN aggregation. There are two, twenty-four port switches and one, 48 port switch needed. We also need three new PBX interfaces. In addition, an e-mail filter and a web content filter are required.

## **C. Professional Services Needed**

Services will be required to re-design the network to incorporate the new router, as well as implement the new hardware and software and integrate with any existing solutions.

# **V. SPECIFICATIONS FOR THE NEW ROUTER TO HANDLE DISTRICT OFFICE TRAFFIC**

## **A. Hardware**

Tech specs needed to handle the volume of users and data traffic are as follows. MCS D prefers a Cisco ASR 1001-HX router for compatibility with existing components, but vendors may offer equivalent devices.

- Support for at least quantity 4x 10 Gbps interfaces.
- Support for copper and fiber connections are required.
- Support for at least 30 Gbps throughput
- Dual power supplies.

## **B. Layer Three functions needed.**

- Support for WAN aggregation
- Support for OSPF, EIGRP, and BGP
- Support for route filtering
- Support for route aggregation
- Support for router redistribution

## **C. Desired Warranty**

- Specify Manufacturer's included warranty information on this device.
- Provide cost for technical support and maintenance for 36 months.

## **D. Professional Services needed for Installation and setup.**

- Network re-design to incorporate new router.
- Initial configuration of hardware.
- Configuration of management access.
- Configuration of monitoring features.
- Configuration of layer 3 addressing and routing.
- Migration of layer 3 routing from firewall to new router.
- "Day 1" support following migration.



Here is a sample configuration for the router:

Part Number	Smart Account Mandatory	Description	Service Duration (Months)	Qty
ASR1001-HX		Cisco ASR1001-HX System,4x10GE+4x1GE,2xP/S, optional crypto		1
CON-SSSNT-ASR1XH11		SOLN SUPP 8X5XNBD Cisco ASR1001-HX Sys	36	1
SLASR1-AIS	Yes	Cisco ASR 1000 Advanced IP Services License		1
CON-SSSNT-SLASR1AK		SOLN SUPP 8X5XNBD Cisco ASR 1000 Advanced IP Services E-Deli	36	1
ASR1K-WAN-CORE		ASR1K-WAN Core with or without Crypto-Tracking only		1
ASR1KX-AC-750W-R		Cisco ASR1000-X 750W AC Power Supply, Reverse Air		2
CAB-AC		AC Power Cord (North America), C13, NEMA 5-15P, 2.1m		2
SASR1KHXX9-169		UNIVERSAL		1
M-ASR1001HX-8GB		Cisco ASR1001-HX 8GB DRAM		1

MCSD expects that all educational/governmental discounts will be applied to list prices on eligible devices prior to E-Rate reimbursement.

## VI. SPECIFICATIONS FOR THE NEW VoIP PBX INTERFACE

MCSD desires to replace the three Cisco 2911 devices using the following new device configurations:

Part Number	Smart Account Mandatory	Description	Service Duration (Months)	Qty
ISR4321/K9		Cisco ISR 4321 (2GE, 2NIM, 4G FLASH, 4G DRAM, IPB)		3
CON-SSSNC-ISR4321K		SOLN SUPP NCD Cisco ISR 4321 (2GE, 2NIM,4G FLASH, 4G DRAM, IPB)	36	3
PVDM4-32		32-channel DSP module		3
PWR-4320-AC		AC Power Supply for Cisco ISR 4320		3
CAB-AC-C5		AC Power Cord, Type C5, US, Canada		3
MEM-FLSH-4G		4G Flash Memory for Cisco ISR 4300 (Soldered on motherboard)		3
MEM-4320-4G		4G DRAM for Cisco ISR 4320 (Soldered on motherboard)		3
NETWORK-PNP-LIC-O		Network Plug-n-Play Connect SDWAN SW Device Provisioning		3
PNP-CAP-VBOND		Network Plug-n-Play Connect VBOND Provisioning for SDWAN		3
NIM-BLANK		Blank faceplate for NIM slot on Cisco ISR 4400		3



Part Number	Smart Account Mandatory	Description	Service Duration (Months)	Qty
SISR4300UCMK9-173		Cisco ISR 4300 Series SD-WAN IOS XE Universal		3
NIM-2FXO		2-port Network Interface Module - FXO (Universal)		3

## VII. SPECIFICATIONS FOR THE NEW DISTRIBUTION SWITCHES

MCSD desires to replace the Cisco 3560 devices with new Cisco 3650 devices. Here are the desired specifications.

Part Number	Smart Account Mandatory	Description	Service Duration (Months)	Qty
WS-C3650-24PS-E		Cisco Catalyst 3650 24 Port PoE 4x1G Uplink IP Services		2
CON-SSSNT-WS6524PS		SOLN SUPP 8X5XNBD Cisco Catalyst 3650 24 Port PoE 4x1G Uplink	36	2
S3650UK9-166		UNIVERSAL		2
PWR-C2-640WAC		640W AC Config 2 Power Supply		2
CAB-TA-NA		North America AC Type A Power Cable		2
PWR-C2-BLANK		Config 2 Power Supply Blank		2
STACK-T2-BLANK		Type 2 Stacking Blank		2
C3650-24-L-E	Yes	C3650-24 LAN Base to IP Services Paper RTU License		2
C3850-FAN-T1		Cisco Catalyst 3850 Base Type 1 Fan Module		6
WS-C3650-48PD-E		Cisco Catalyst 3650 48 Port PoE 2x10G Uplink IP Services		1
CON-SSSNT-WSC365DE		SOLN SUPP 8X5XNBD Cisco Catalyst 3650 48 Port PoE 2x10G Uplink	36	1
S3650UK9-166		UNIVERSAL		1
PWR-C2-640WAC		640W AC Config 2 Power Supply		1
CAB-TA-NA		North America AC Type A Power Cable		1
PWR-C2-BLANK		Config 2 Power Supply Blank		1
STACK-T2-BLANK		Type 2 Stacking Blank		1
C3650-48-L-E	Yes	C3650-48 LAN Base to IP Services Paper RTU License		1
C3850-FAN-T1		Cisco Catalyst 3850 Base Type 1 Fan Module		3

MCSD expects that all educational/governmental discounts will be applied to list prices on eligible devices prior to E-Rate reimbursement.





## **VIII. SPECIFICATIONS FOR THE NEW SPAM/PHISHING FILTER**

### **A. Vendor Qualifications**

MCSD will evaluate proposals only from vendors that meet the following qualifications:

The vendor must propose a complete Email/anti-spam filtering solution that blocks and filters certain types of email spam and other email-delivered malware and must meet the requirements listed in the specifications below.

1. Vendor must be able to support proposed solution 24/7/365.
2. Vendor must have a proven track record in the Email/anti-spam filtering space.
3. Vendor must have been in operation more than (5) years.
4. Vendor data centers used must reside in the continental United States and the location of all data centers must be included in the proposal.

### **B. Spam Filtering Solution**

1. Cloud or premise based.
2. Hardware Tech specs needed.
  - Support for up to 10 Gbps throughput.

### **C. Software requirements**

- Defense against inbound spear-phishing, malware, SPAM and zero-day attacks
- Outbound mail filtering and inspection
- Support for both Office 365 and in-premise Exchange implementations
- URL Inspection
- Attachment Protection
- Protection Against Impersonation Attacks
- Protection against malware, ransomware, and phishing threats
- Support for filtering based on multiple languages.
- Support for SSL/TLS decryption and filtering
- Reviewable and releasable per-user e-mail quarantine
- End user self-service capabilities for monitoring and blocking spam and blacklisting or whitelisting of email addresses.
- Comprehensive report generation
- All solution updates/upgrades must be fully managed by vendor.
- On-demand ability to dynamically increase email handling capacity as loads increase or decrease
- On-demand ability to dynamically increase anti-spam processing capacity as loads increase or decrease

### **D. Manufacturer's Warranty**

- Specify Manufacturer's included warranty information on this device.
- Provide cost for technical support and maintenance for 36 months.

**E. Solution must provide detailed service level agreements outlining the following:**

1. Email service availability expressed as a percent of uptime at the user level.
2. Anti-virus effectiveness expressed as a percent of viruses successfully detected and blocked.
3. Anti-spam effectiveness expressed as a percent of spam detected and blocked.
4. Anti-malware effectiveness expressed as a percent of malware detected and blocked.

**F. Professional Services needed for Installation and setup.**

- Initial configuration of solution.
- Setup of base policies for each class of user.
- Migration to e-mail filtering solution.
- Removal of any e-mail filtering configuration on firewall.
- Administrator training.

## **IX. Specifications for Content Filtering System**

The Internet Content Filtering solution should be a web-based solution. The vendor chosen to fulfill this requirement must provide a turnkey solution which complies with the Children’s Internet Protection Act (CIPA).

### **General Requirements for Content Filtering**

#### **Monitor all HTTP and HTTPS traffic**

1. Provide pre-defined lists of URLs in categories that include, but are not limited to subjects such as pornography, drugs, weapons, violence, and criminal activities.
2. Provide automatic updates to predefined categories on at least a daily basis.
3. Provide capability to enforce safe-search restrictions for major image search engines, independent of cookies or other settings on the client machines.

#### **Monitor and provide capability to block:**

1. URLs in the predefined lists and those specified manually by the administrator. These should be acted upon whether HTTP or HTTPS protocol is used.
2. Peer-to-peer traffic, including voice services such as Skype,
3. Instant messaging traffic
4. Streaming video
5. Access to anonymous proxy servers. Such access should be detectable based on traffic patterns as well as by URL list.
6. Access to weblog/chat sites frequented by students, such as Facebook. It is preferred that such sites be categorized separately from general weblog sites maintained by journalists, celebrities, political commentators, etc.
7. Allow access to YouTube for Schools even if access to the overall YouTube site is blocked. Alternatively, provide capability to create a library or repository of links to specific videos, especially YouTube, which may be viewed even when the overall site is blocked.
8. Allow for, but not require, users to authenticate to the system to determine filtering group. See “Authentication” section below.

9. Support for using client IP address to determine filtering group.
10. Allow for definition of multiple groups or profiles with different sets of restrictions.
11. Allow for definition of specific blocked or allowed URLs. These can be specified down to the individual page level. Examples include:
  - Block www.goodsite.com/good-directory/badpage.html while leaving the rest of www.goodsite.com and its subpages unblocked.
  - Block www.badsite.com/bad-directory but unblock www.badsite.com/bad-directory/good-page.html.
12. Allow override entries to be specified with wildcards within the URL. At a minimum, wildcards should be allowed at the beginning of the URL – e.g., \*.xyz.com.
13. Allow override entries to be added on the fly without requiring restart of the system. If a library, list, or group must be recompiled or reloaded for the added override to take effect, filtering must continue while the reload is occurring.
14. Allow override entries to be applied to any or all groups.
15. Allow the administrator to look up a URL to determine which category or categories it belongs to.
16. Allow specific users or IP addresses to bypass any or all predefined categories and any custom entries.
17. If a given site can appear in multiple categories such that it could be rated as blocked by its presence in one category but allowed by its presence in another category, a ranking mechanism should be provided so that the customer can define which category, and thus which result, takes precedence.
18. Allow filter restrictions to be applied based on the time of day and day of week.
19. Weekends will be treated separately from weekdays. For example, the solution will allow a category to be blocked during school hours on weekdays but be unblocked on weekday off-hours and all day on weekends. A desirable feature would be the ability to specify a list or range of dates that are treated like weekends to account for holidays and other breaks.
20. The page used to display block information should be customizable. It must be capable of displaying the URL that was blocked and the reason that it was blocked. It will provide a mechanism to allow the user to submit a request that the site be reviewed. This should include the ability to add a link to a local web server. The mechanism should allow for the URL, the user id, the user's IP address, and the category to be forwarded with the request.
21. Provide a mechanism to automatically block all network access by a user for a configurable amount of time if the user exceeds a configurable threshold of access violations.

### **Authentication**

- The proposed solution should support authentication of Windows, Linux, and Macintosh OS clients to Microsoft Active Directory and/or Google Apps for Education. It is expected that the top five browsers be supported.
- The Vendor should describe any authentication mechanisms available for mobile devices, including Chromebook, iPads, iPhones, and Android tablets and phones.
- If any agents, apps, or other programs are required to implement the authentication mechanism on any client, the Contractor should describe how such programs are deployed.
- A user's credentials should be used to determine the filtering profile to be applied to the User's session. The user's fully qualified id should appear in access logs and reports.



- Authentication should last for the duration of a user's logged-in session and should have the option to end sessions when inactive for x number of minutes.

### **HTTPS Decryption**

MCS D must be able to decrypt HTTPS traffic. Such decoding should be category-based so that the administrator can exempt categories such as banking sites from decoding. The vendor should note if this feature is available and how it has to be implemented to work (aka push certificates to workstations).

### **Management**

The product must be able to be managed remotely from a browser- based interface. Support for at least Chrome and Firefox is preferred.

- Access to the management interface must be password-protected and should be encrypted.
- The management interface should allow for at least two concurrent users.
- The system must allow the configuration settings, including custom override lists, to be backed up both manually and on a scheduled basis. It must be possible for the backup set to be copied automatically to a remote server via FTP or SSL/TLS. It should also be possible for the backup to be downloaded to the administrator's PC.
- The management solution should allow the settings made on one unit to be easily replicated to the other unit(s), preferably automatically.
- The interface will be able to display a list of all custom/override entries.
- The interface should have a basic screen that shows top sites visited, top users, top blocks, and current utilization.
- The interface should include a real time view.

### **Reporting**

- The system should be able to store up to 90 days of logs for all users.
- The system should have reporting alerts that send email to specified email addresses for specific categories.
- The system should have the ability to schedule reports daily, weekly, monthly that will automatically be sent to specific email addresses.
- Running reports should not interfere with the performance of web filtering.
- It would be beneficial if the system could create plain-text log files that detail all client requests. At minimum, the entry will include the request date, time, originating client's IP address, user id, requested URL, and the category applied to the request. These files should be in CSV or another format easily parsed and easily downloaded.
- The system should be capable of transferring the log files to a remote server on demand and on a scheduled basis. If a dedicated reporting appliance is available the vendor should note that and propose pricing.

### **Support**

The vendor of the content filter will be expected to assist with initial installation and configuration of the filter at each member district. This includes assistance with setting up the authentication mechanism and deployment of any required agents to the clients.

Remote assistance via a secure remote console session or similar mechanism will be acceptable. The vendor of the content filter must:

- Provide 24 x 7 online/email and 7:30 to 4:30 toll free telephone support.



- A second level support number must be provided to MCSD staff and be available from 7AM to 7PM MST. It must be answered by a support technician within 20 minutes and not sent to voicemail.
- If additional fees for this service will be needed, they should be listed as a line item in the proposal.
- Customer help desk support must be available 24 hours per day, 7 days per week.
- Complete onsite maintenance and support, 4-hour response time, 8 am – 5 pm, Monday – Friday.
- All telephone support calls during 7:30 AM to 4:30 PM CST must be answered by vendor support personnel physically located in the United States.
- Provide timely product updates to address vulnerabilities and defects discovered in the product.
- Provide timely notifications of product updates and advisories by email.
- Provide online, downloadable manuals (full documentation) for all components.

### **Training**

The vendor agrees to offer at least one day of onsite training to MCSD IT Staff.

#### **A. Hardware Tech specs needed.**

- Support up to 10 Gbps throughput.

#### **B. Software requirements**

- Filtering based on individual sites.
- Filtering based on site classification.
- Filtering based on keywords.
- Support for blacklisting and whitelisting of sites.
- Protection against malware, ransomware, and phishing threats
- Identification of users
- Configurable filters by users and groups of users
- Filtering of outbound traffic
- Support for SSL/TLS decryption and filtering
- Support for DNS-based filtering
- Comprehensive report generation

#### **C. Manufacturer's Warranty**

- Specify Manufacturer's included warranty information on this device.
- Provide cost for technical support and maintenance for 36 months.

#### **D. Professional Services needed for Installation and setup.**

- Initial configuration of content filtering solution
- Initial creation of site classifications
- Setup of base policies for each class of user
- Removal of any content filtering configuration on firewall



- Migration to filter solution
- Administrator training
- End User training

## **X. SERVICE PROVIDER AND NETWORK REQUIREMENTS**

MCSD desires to have these services provided have the following attributes.

- Tier II and tier III network engineering support and network engineering technical support required 24/7/365.
- The service must include all components to provide a hand-off to MCSD's router or firewall in each location at the desired speeds and bandwidth.

### **Service Reliability and Service Level Agreement**

- Service Level Agreement, based on 99.99% uptime is required and must include invoice credit remedies if 99.99% uptime is not met.

### **Connectivity Management**

- The system must be monitored 24 hours per day, 7 days per week.

### **References**

Please provide a list of references and credentials that demonstrate your proven background and expertise in this area. Financials must be submitted in order to ascertain financial ability to adequately manage a project of this nature.



## **XI. E-RATE REQUIREMENTS**

Award of this proposal is contingent upon the approval of funding from the Schools and Libraries Universal Service Program. The successful bidder agrees to receive a portion of the payment for the provisions of goods and services described herein directly from the Universal Service Fund (“USF”), and/or its agents, the National Exchange Carrier Associations (“NECA”), and/or the Schools and Libraries Corporation (“SLC”). Montrose County School District and successful bidder will act in a reasonable manner and comply with any Schools and Libraries Universal Service Fund Program requirements as described under Section 254 of the Communications Act of 1934, as amended, 47 C.F.R. #254, and any competitive bidding requirements contained in 47 C.F.R. #54.504.

The purpose of this RFP is to provide broadband wide area networking at the school and administration buildings noted in the appendix.

Services that will also be required such as: staging, installation, monitoring, performance monitoring, and dispatch services should also be included.

Not all equipment and/or services are E-Rate eligible. Vendors should indicate which products and/or services are E-Rate eligible.

## **XII. CONTRACT DATES**

The router, PBX interface, and switch contracts must begin July 1, 2021 and end on June 30, 2022. The spam filter and content filter contracts must begin September 1, 2021 and end on June 30, 2022.



### **XIII. PROPOSAL EVALUATIONS**

The evaluations committee will conduct a comprehensive, fair, and impartial evaluation of all proposals received in response to this RFP. Each proposal received will be analyzed to determine overall responsiveness and completeness as defined in the scope section and in the instruction on submitting a proposal. Failure to comply with the instructions or to submit an incomplete proposal may deem a proposal non-responsive and may, at the discretion of the evaluation committee, be eliminated from further evaluation. If the evaluation committee has reasonable grounds to believe that the proposer with the highest-ranking score is unable to perform the required services to the satisfaction of the DISTRICT, the DISTRICT reserves the right to make an award to another proposer who, in the opinion of the evaluation committee, would offer the DISTRICT best value. Some indicators (but not a complete list) of probable proposer performance concerns are past supplier performance; the proposer's financial resources and ability to perform; the proposer's experience or demonstrated capability and responsibility; and the supplier's ability to provide a reliable ongoing business relationship and the maintenance of ongoing agreements and support.

The DISTRICT will utilize the following scoring matrix to assess long-term proposal submission value. Proposers should take note of the following component parts that comprise the whole of the Districts evaluation of proposals submitted:

<b>CRITERIA</b>	<b>WEIGHT</b>
Eligible Price/Charges	30%
Ineligible Price/Charges	15%
District Experience	10%
Qualifications	10%
Customer Service and support service level metrics including satisfaction of previous clients	10%
Long-Term Value and Integration with District Needs, Goals, and Infrastructure	15%
Proposal includes comprehensive solution(s) to outlined District needs.	10%





**APPENDIX A – MCS D CURRENT LOCATIONS AND BANDWIDTH**

Location Number	MCS D Location	Address	Current Fiber Maximum Bandwidth	Current Fiber Guaranteed Bandwidth	Requested Fiber Guaranteed Bandwidth
1	Centennial Middle School (CTMS)	1100 South 5 <sup>th</sup> , Montrose, CO 81401	10 Gbps	2 Gbps	2 Gbps
2	Columbine Middle School (CMS)	610 York Street Montrose, CO 81401	10 Gbps	2 Gbps	2 Gbps
3	Cottonwood Elementary School (CES)	3500 Woodgate Road, Montrose, CO 81401	10 Gbps	2 Gbps	2 Gbps
4	District Office Internet	930 Colorado Avenue, Montrose, CO 81401	10 Gbps	2 Gbps	5 Gbps
5	District Office WAN	930 Colorado Avenue, Montrose, CO 81401	10 Gbps	10 Gbps	10 Gbps
6	Early Childhood Center (ECC)	900 Colorado Avenue, Montrose CO, 81401	10 Gbps	2 Gbps	2 Gbps
7	Johnson Elementary School (JES)	13820 6700 Road, Montrose, CO 81401	10 Gbps	2 Gbps	2 Gbps
8	Student Services Annex	703 South 9 <sup>th</sup> Montrose, CO 81401	1 Gbps	1 Gbps	1 Gbps
9	Montrose High School	600 South Selig Avenue Montrose, CO 81401	10 Gbps	2 Gbps	3 Gbps
10	Northside Elementary School (NES)	528 North Uncompahgre, Montrose, CO 81401	10 Gbps	2 Gbps	2 Gbps
11	Oak Grove Elementary School (OGES)	62100 Oak Grove Road, Montrose, CO 81403	10 Gbps	2 Gbps	2 Gbps
12	Olathe Elementary School (OES)	326 North 3 <sup>rd</sup> Street, Olathe, CO 81425	10 Gbps	2 Gbps	2 Gbps
13	Olathe High School	410 Highway 50 Olathe, CO 81425	10 Gbps	2 Gbps	2 Gbps
14	Olathe Midde School	410 Highway 50 Olathe, CO 81425	10 Gbps	2 Gbps	2 Gbps
15	Pomona Elementary School (PES)	1045 South Cascade Montrose, CO 81401	10 Gbps	2 Gbps	2 Gbps
16	Peak Virtual Academy	526 North 6 <sup>th</sup> Montrose, CO 81401	10 Gbps	1 Gbps	1 Gbps
<b>Totals</b>					

The “**Requested Fiber Guaranteed Bandwidth**” is the updated speed that service providers are required to support for each location, the “**Current Fiber Maximum Bandwidth**” is the speed the circuit must be capable of bursting to for short durations.



**APPENDIX B – PRICING FORM**

Please provide all cost associated with each of the locations. Provide any one-time installation fees, professional services (please provide details) in a separate document. Also provide any special construction fees. Also show all monthly recurring fees if any are required.

All fees must be included in your proposal.

**Router Pricing Form**

Please use the form below to identify all cost associated with providing a new router and professional services to install and configure the unit.

Part Number	Mandatory Support Contract Required?	Description	E-Rate Eligible? (Yes/No)	Monthly Recurring or One-time Fee?	Service Duration (Months)	Estimated Lead Time (Days)	Unit List Price	Labor Rate For Professional Services	Qty	Unit Net Price	Disc(%)	Extended Net Price

Valid through:  
 FOB Point: Montrose County School District Office

**Product Total** 0.00  
**Service Total :** 0.00  
**Subscription Total** 0.00  
**Total Price:** 0.00

Notes

Signed: \_\_\_\_\_







## **APPENDIX C – TERMS AND CONDITIONS**

### **ACCURACY OF BID:**

Each bid is officially opened and is made part of the public record of MCSD. Therefore, it is necessary that any and all information presented is accurate and/or will be that by which the bidder will complete the contract. If there is a discrepancy between the unit price and extended total, the unit price will prevail.

### **SUBMISSION OF BID:**

Bids are to be sealed and submitted to the MCSD Technology Office, 930 Colorado Avenue, Montrose, CO 81401, prior to the date and time indicated on the cover sheet. Bids may not be e-mailed no exceptions.

### **ADDENDA:**

All changes in connection with this bid will be issued by the Technology Office in the form of a written addendum. Signed acknowledgement of receipt of each addendum must be submitted with the bid.

### **LATE BIDS AND MODIFICATION OR WITHDRAWALS:**

Bids received after the deadline designated in this bid document shall not be considered and shall be returned unopened.

### **BIDS BINDING:**

All bids submitted shall be binding upon the bidder if accepted by MCSD within sixty (60) calendar days after the bid opening.

### **EQUIVALENT BIDS:**

When brand or trade names are used in the bid invitation, it is for the purpose of item identification and to establish standards for quality, style, and features. Bids on equivalent items of substantially the same quality, style and features are invited unless items are marked "No Substitute." Equivalent bids must be accompanied by descriptive literature and/ or samples may be required and shall be supplied at no charge to the school district.

### **NEW MATERIALS, SUPPLIES AND EQUIPMENT:**

Unless otherwise specified, all materials, supplies or equipment offered by a bidder shall be new, unused, of recent manufacture, first class in every respect, and suitable for their intended purpose. All equipment shall be assembled and fully serviced, ready for operation when delivered.

### **WARRANTY:**

Supplies or services furnished as a result of this bid shall be covered by the most favorable commercial warranties, expressed or implied, that the bidder and/or manufacturer gives to any customer. The rights and remedies provided herein are in addition to and do not limit any rights afforded to MCSD by any other clause of this bid reserves the right to request from bidders a separate manufacturer certification of all statements made in the proposal.

### **COMMERCIAL WARRANTY/MANUFACTURER'S RECOMMENDATIONS**

The comprehensive parts and labor warranty on this equipment shall commence on the date of completed installation and initial start-up of said.

The bidder agrees that supplies, equipment, or services furnished under the resultant purchase order and/or contract issued by Montrose County School District RE-1J, shall be covered by the most favorable commercial warranties the propose gives to any customer for such supplies or services. All warranty information and certificates shall be furnished and become the property of the District upon delivery of said items and all rights and remedies stated in the warranties must be honored by the contractor or his manufacturer.

### **METHOD OF AWARD AND NOTIFICATION:**

Bids will be analyzed, and the award made to the lowest and best, responsive, and responsible bidder(s) whose bid conforms to the specifications and whose bid is considered to be the best value in the opinion of MCSD.



**MCS D RIGHT TO REJECT:**

Reserves the right to reject any or all bids and any part of a bid: to waive informalities, technical defects, and minor irregularities in bids received: and to award the bid on an item-by-item basis by specified groups of items or to consider bids submitted on an “all or nothing “basis if the bid is clearly designed as such or when it is determined to be in the best interest of MCS D.

The signed bid shall be considered an offer on the part of the bidder: such offer shall be deemed accepted upon the issuance by MCS D of a Purchase Order or other contractual document.

**DELIVERY TERMS:**

All deliveries shall be F.O.B. Destination and all freight charges shall be included in the bid price.

**DAMAGED AND/OR LATE SHIPMENTS:**

MCS D has no obligation to accept damaged shipments and reserves the right to return at the vendor’s expense damaged merchandise even though the damage was not apparent or discovered until after receipt of the items. The Vendor is responsible to notify MCS D Technology office of any late or delayed shipments. MCS D reserves the right to cancel all or any part of an order if the shipment is not made as promised.

**CREDIT TERMS:**

Bidder shall indicate all discounts for full and/or prompt payment. Discounts shall be considered as a cost factor in the determination of award, except discounts offered for payment within less than ten (10) calendar days. Discounts offered shall be computed from date of receipt of correct invoice or receipt and acceptance of products, whichever is later.

**SELLER’S INVOICE:**

Invoices shall be prepared and submitted in duplicate to address shown on the Purchase Order. Invoices shall contain the following information: Purchase Order number, contract number, item number, description of supplies or services, sizes, unit of measure, quantity, unit price and extended totals.

**TAX EXEMPT:**

MCS D is exempt from Federal, State, and local taxes. Sites of all transactions under the order(s) that shall be derived from this bid request shall be deemed to have been accomplished within the State of Colorado.

**SAFETY:**

All practices, materials, supplies, and equipment shall comply with the federal Occupational Safety and Health Act, as well as any pertinent Federal, State and/or local safety or environmental codes.

**DISCLAIMER OR LIABILITY:**

MCS D will not hold harmless or indemnify any bidder for any liability whatsoever.

**HOLD HARMLESS:**

The contractor agrees to protect, defend, indemnify and hold the Board of Education, its officers, employees and agents fee and harmless from and against any and all losses, penalties, damages, settlements, costs, charges, professional fees or other expenses or liabilities or every kind and character arising out of or relating to any and all claims, liens, demands, obligations, actions, proceedings or causes of action of every kind and character in connection with or arising directly or indirectly out of this agreement and/or the performance hereof. Without limiting the generality of the foregoing, any and all such claims, etc., relating to personal injury, infringement of any patent trademark, copyright (or application for any thereof) or of any other tangible or intangible personal or property right, or actual or alleged violation of any applicable statute, ordinance, administrative order, rule or regulation, or decree of any court, shall be included in the indemnity hereunder. The contractor further agrees to investigate, handle, respond to, provide defense for, and defend any such claims, etc., at his/her sole expense and agrees to bear all other costs and expenses related thereto, even if such claim is groundless, false, or fraudulent.



**LAW GOVERNING:**

All contractual agreements shall be subject to, governed by, and construed according to the laws of the State of Colorado.

**ANTI-DISCRIMINATION CLAUSE:**

No bidder on this request shall in any way, directly or indirectly, discriminate against any person because of age, race, color handicap, sex, national origin, or religious creed.

**INSURANCE COVERAGE**

The successful bidder, prior to commencing work on this project, shall provide the Clerk of the Board, copies of Certification that the Contractor is maintaining the following insurance coverages, which shall be with a financially responsible company, licensed in the state of Colorado and approved by the School District.

The bidder shall carry or require to be carried worker's compensation insurance for all of his/her employees and of the subcontractors engaged in work, in accordance with the Colorado Workmen Compensation laws.

The bidder shall carry and shall require any subcontractor to carry manufacturers and contractor's public liability insurance or comprehensive general liability insurance, with limits of not less than \$1,000,000.00 for single occurrence or accident, which shall protect the bidder, his/her subcontractors, and the School District from all claims for damages to property or injury or death to persons by reason or an accident or occurrence arising out of operation pursuant to this bid. Such insurance shall cover the use of all equipment and vehicles engaged in the project or used in moving equipment or materials to or from the site.

The bidder shall carry and shall require any subcontractor to carry motor vehicle liability insurance in the amount of \$1,000,000.00 per occurrence for personal injury and for property damage, for any and all motor vehicles utilized by the bidder to facilitate the performance of the bid.

The bidder shall carry and shall require any subcontractors to carry professional liability insurance of \$1,000,000.00 per occurrence and \$2,000,000.00 aggregate insurance coverage.

The insurance certificates required by the successful bidder shall provide that they cannot be cancelled or modified without thirty (30) days written advanced notice to the School District by the insurance company. Such insurance shall be endorsed, both on the policy and on the certificate, to indicate that it shall apply to work performed pursuant to this bid and shall name the School District as an additional insured party.

The successful vendor will be required to indemnify and hold the District harmless from suites or actions of any kind, including Worker's Compensation claims, brought against it for or on account of any damages or injuries received or sustained by any parties, by or from acts of the vendor or his/her agents. The successful vendor will furnish insurance for Worker's Compensation as required by law and shall likewise furnish certificates that it carries liability insurance with limits not less than \$1,000,000.00 bodily injury and \$1,000,000.00 property damage unless greater amounts are specified.

**RFP DOCUMENT**

This document will become part of the contract agreement between the service provider and the vendor.

**CLEAR AND CONCISE PROPOSAL**

Proposals shall provide a straightforward, concise delineation of the proposer's capability to satisfy the requirements of this Request for Proposals (RFP). Each proposal shall be submitted in the requested format and provide all pertinent information, including but not limited to information relating to capability, experience, financial resources, management structure and key personnel, and other information as specified in this document and otherwise required in this RFP. Each proposal shall be signed in ink by a duly authorized officer of the company.

**BONDING**

Proposer shall be required to provide a BID bond at a value of no less than 5% of total contract value. Proof of bonding and a certificate of surety shall be submitted as part of the proposal submission. Proposal without proof shall be considered incomplete and discarded.



Proposer shall also be required to provide proof of performance and labor and material bond for the project. Proof to be provided as part of the proposal submission and shall include the certificate of surety. Proposals submitted without proof shall be considered incomplete and discarded.

**FINANCIAL STATEMENTS**

The Owner may require the successful Proposer to submit a signed notarized statement, setting forth the financial conditions, present plant and equipment, working organizations, and prior experience and performance record of the Proposer and such other pertinent information as the Owner may deem reasonable or necessary to determine the qualification of the Proposer. Such a statement shall be for the sole use and information of the Owner and will be treated as confidential information and will be used only for project purposes unless written permission of the Proposer is obtained.





**ACKNOWLEDGEMENT**

WE HEREBY ACKNOWLEDGE RECEIPT AND UNDERSTANDING THE ADDENDUM AND INFORMATION CONTAINED HEREIN AND AGREE TO FURNISH THE ITEMS ON WHICH PRICES ARE QUOTED IN ACCORDANCE WITH ALL TERMS AND CONDITIONS PREVIOUSLY LISTED AND ANY ATTACHED SPECIFICATIONS.

BY: \_\_\_\_\_ DATE: \_\_\_\_\_ TITLE: \_\_\_\_\_

FIRM: \_\_\_\_\_ PHONE: \_\_\_\_\_

PLEASE RETURN A SIGNED AND NOTARIZED COPY OF THIS PAGE WITH YOUR PROPOSAL