

# **Request for Proposal: Network Switches**

January 14, 2021

Ralston Public School District  
8545 Park Drive  
Ralston, NE 68127

Erate Identifier: Cat2.2021Networkswitches

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Final

## Overview

Ralston Public School District is seeking proposals for twenty-three (23) highly equivalent to HPE Aruba 3810 48 port switches. A HPE Aruba parts list and associated specifications are contained within this document. See Appendix A for further information on quantities requested by building.

**All proposals which are highly equivalent to or exceed specifications of the HPE Aruba parts will be considered.**

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.

Equipment will be drop shipped to the location at Ralston Public School District, 8545 Park Drive, Ralston, NE 68127.

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.**

Proposals are due in either hardcopy or in electronic form (PDF format) on or before **Thursday, February 25, 2021 at 3:00 pm CST** at Ralston Public School District, Attn: Jennifer Ludes – RFP Response, 8545 Park Drive, Ralston, NE 68127 or emailed to [jludes@ralstonschools.org](mailto:jludes@ralstonschools.org). Emailed proposal documents will be time-stamped from the receiving computer.

Proposals opening will be held at the Virginia Mood Administration Center, 8545 Park Drive, Ralston, NE on **Thursday, March 4, 2021 at 10:00 am CST**.

Questions should be addressed, no later than February 16, 2021, to:

Jennifer Ludes

Ph: 402.898.3444 | Email: [jludes@ralstonschools.org](mailto:jludes@ralstonschools.org)

Questions and Answers will be posted on district website (<http://www.ralstonschools.org>) by February 18, 2021.

There will be a **MANDATORY** pre-proposal meeting to discuss questions pertaining to the RFP. The purpose of this meeting is to allow Ralston Public School District the opportunity to provide clarification and respond to questions from potential vendors. The **mandatory** meeting is scheduled for Wednesday, February 3, 2021, starting at 10:00 am CST at the location of Virginia Moon Administration Center (8545 Park Drive, Ralston). Due to COVID precautions, social distancing and masks are required to be worn by all individuals.

## 1.1 Product Specifications

Ralston Public School District is seeking proposals for twenty-three (23) HPE Aruba 3810 48G PoE+ 48 port or highly equivalent to switches. Proposed switches must include mounting hardware and power accessories. Additionally, Ralston Public School District is seeking a 4-port SFP+ expansion card for each requested network switch. All equipment bid must be new.

Make	Model	Part Number	Total
HPE Aruba	HPE Aruba 3810M 40G -PoE+ <ul style="list-style-type: none"> <li>Layer 3 managed switch</li> <li>48 x 10/100/1000</li> <li>PoE+</li> <li>Rack mountable</li> </ul>	JL076A	23
HPE Aruba	4 port SFP+ expansion card <ul style="list-style-type: none"> <li>10 Gigabit SFP+ x 4</li> </ul>	JL083A	23
Aruba	10G Fiber SR SFP+ modules LC multimode	Compatible with proposed switch	23

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## 2.1 Pricing and Payment Structure

Vendors are required to breakdown the purchases as outlined in the table in Appendix A. Vendors are required to complete Appendix A as part of their proposal. If additional items are required to complete the project, please include them in Appendix A, listed and itemized as per unit cost.

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.

### 3.1 Evaluation Process

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

### 4.1 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 Jennifer Ludes, Ralston Public School District, [jludes@ralstonschools.org](mailto:jludes@ralstonschools.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).

### 5.1 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 Ralston Public 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 [jludes@ralstonschools.org](mailto:jludes@ralstonschools.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 Ralston Public School District has the right to reject all submitted proposals and resubmit for new proposals through a revised RFP.

### 6.1 Vendor Questions and Clarifications

Questions should be addressed, no later than February 16, 2021, to:

Jennifer Ludes

Ph: 402.898.3444 | Email: [jludes@ralstonschools.org](mailto:jludes@ralstonschools.org)

Questions and Answers will be posted on district website (<http://www.ralstonschools.org>) by February 18, 2021.

Appendix A

**Required Form for RFP Response.**

<b>TABLE 2.1: RALSTON PUBLIC SCHOOLS SHARED SERVICES</b>			
<b>Erate Eligible Services</b>			
<b>Description</b>	<b>Part No</b>	<b>Total</b>	<b>UNIT COST</b>
HPE Aruba 3810	JL076A	23	
HPE Aruba Expansion Module	JL083A	23	
10G Fiber SR SFP+ modules LC multimode		23	
<b>Other Equipment:</b>			

I acknowledge Section 2.1 Pricing and Payment; Ralston Public 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  
Ralston Public School District  
Erate: Cat2.2021NetworkSwitches

**1. Cost of eligible equipment and/or eligible maintenance .....25 points**

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

**2. Compatibility with currently owned district devices .....20 points**

Compatibility is very important. Points will be awarded during the evaluation of the proposal(s) and determination of compatibility with existing equipment will be done at that same time. Zero (0) points will be awarded for non-compatible devices and twenty (20) points will be awarded for full 100% compatibility.

**3. Features included..... 15 points**

All documented features of the device in the RFP will be evaluated and points award as such. Points will not be awarded for features that are not included in the cost of the device as presented in the RFP.

**4. Support of hardware ..... 10 points**

Technical support will be contacted and will be evaluated on its technical knowledge, English as the primary language, and ease of use.

**5. Reliability..... 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

**6. User Interface..... 10 points**

The user interface will be evaluated and points awarded on the ease of use and the completeness of the interface to the device.

**7. References..... 10 points**

References will be contacted and points awarded on their responses.