

**La Feria Independent School District**  
**C/O Daniel R. Salinas, Director of Technology**  
**505 North Villarreal Street, La Feria Texas 78559**  
**Phone: (956)797-8330 Fax: (956)797-3737**

**RFP # 16-17-02**

**E-Rate Year 17 RD-20**

**Basic Maintenance**

**Scope of Work**

**Respondent Instructions:**

1. Vendors responding to RFP # 16-17-02 via US mail must submit using address:  
505 North Villarreal Street, La Feria, Texas 78559
2. Vendors responding to RFP # 16-17-02 via overnight services must submit using address:  
505 North Villarreal Street, La Feria, Texas 78559
3. Vendors must clearly include the RFP # 16-17-02 when submitting their response on the envelope or box.
4. Vendor must provide 1 original and 3 copies of RFP response. **A signed vendor contract must be included with RFP response.**
5. **Vendor must be available should there be questions on the day of RFP opening and during evaluations. Failure of vendors' availability could affect the evaluation.**
6. **\*\*\* District will NOT accept RFP responses Via email or fax. \*\*\***

**Corresponding with district:**

1. All vendor inquires during RFP period must be via email to Daniel R. Salinas – Daniel.salinas@lafieraisd.org and Roy Lanier [rlanier@stx.rr.com](mailto:rlanier@stx.rr.com).

## **Part 1:**

The District reserves the right to down size the project as needed.

**Vendor must use format for cost sheets and all other pricing sheets.**

Each campus is considered a project. The campuses are listed in Table 1:

1. Maintenance of E-Rate Eligible hardware

### **Maintenance Project**

1. CiscoBase Maintenance

### **Vendor Grading Table:**

<b>Factor</b>	<b>Weight</b>
<b>Price</b>	<b>30%</b>
<b>Prior experience</b>	<b>20%</b>
<b>Personnel qualifications</b>	<b>10%</b>
<b>Local Network Engineers</b>	<b>15%</b>
<b>Meets District Standards</b>	<b>25%</b>
<b>Total</b>	<b>100%</b>

\*Note: The district will also consider appropriate State of Texas criteria.

## Table 1

### Summary and General Information for each Project ERATE YEAR 17

Campus Name:	<b>Lee Complex (District Core)</b>
Scope of Work:	Hardware Maintenance
Campus Name:	<b>La Feria High School</b>
Scope of Work:	Hardware Maintenance
Campus Name:	<b>W. B. Green Jr. High School</b>
Scope of Work:	Hardware Maintenance
Campus Name:	<b>N. Dominguez Elementary School</b>
Scope of Work:	Hardware Maintenance
Campus Name:	<b>C. E. Vail Elementary School</b>
Scope of Work:	Hardware Maintenance
Campus Name:	<b>David G. Sanchez Elementary School</b>
Scope of Work:	Hardware Maintenance
Campus Name:	<b>Sam Houston Elementary School</b>
Scope of Work:	Hardware Maintenance

**LA FERIA ISD reserves the right not to proceed with any part or the entire project.**

Vendor must provide 1 original and 3 copies of RFP. Original must state it is the original. Make sure original and copies of RFP have a table of contents, **page numbers and tabs.** Also include a signed **contract.**

1. DISTRICT PREFERS VENDORS THAT ARE STATE OF TEXAS DIR VENDORS FOR CISCO AND CISCO GOLD PARTNERS or Similar. SUBMIT PROPER DOCUMENTATION TO SUPPORT VENDORS

STATUS. VENDOR MUST ALSO PROVIDE AN E-RATE SPIN NO. AND FCC REGISTRATION NUMBER WITH RFP. Vendor must also provide a list of the different statuses.

2. This RFP requests manufacturer specific equipment/cabling (ex. Cisco), La Feria ISD is standardized on this equipment/cable throughout all campuses and is providing these manufacturer specific parts lists as they insure the maximum interoperability with the rest of the District's infrastructure. It is Preferred that the respondents adhere to the actual makes and models specified below are used, and as such, La Feria ISD will consider the preference in the evaluation criteria as per E-Rate guidelines.
3. **Signing of contracts with vendor is non-binding until determination of award from the SLD and La Feria ISD budget availability.** Scope may change depending upon the amount of money granted by the SLD. **La Feria ISD has the right to downsize any or all projects.**
4. **Vendor must give at least 5 references for District of similar scope with dollar amount of project with in the last three Erates. Please provide contact person and phone number.**
5. **Vendor must provide a list of all districts that have been awarded Erate projects with vendor in the last 3 years. The list must include the district name, dollar amount, and Erate year.**
6. **Vendor must provide a list of staff with certifications that will be working with this project.**
7. **Vendor must provide distance and location of engineers what will be dispatched for maintenance work or to work on this project.**
8. **Vendor must provide a signed contract with RFP.**
9. **By vendor signing contract, vendor agrees to extent pricing of this RFP once district is funded by the SLD and agree to hold pricing and agree to extend the contract past the Erate funding year with approved extensions from the SLD.**
10. **This calls for an "all or none" RFP, this will be a turn-key project.**
11. **Proposed Timeline (subject to revision):**
  - **Release of RFP and Posting of F470**                      **January 4, 2017**
  - **Deadlines for Receiving RFP:**                      **February 2, 2017 at 12 noon**
  - **Recommendation and Awarding RFP:**                      **February 13, 2017**
  - **(Date is Subject to Change)**
12. Proposals received after the deadline will not be considered.
13. Unsigned proposals will not be considered. Person signing the offer must be authorized to bind their company to the contract.
14. All items are to be F.O.B., destination, Freight Prepaid (inside delivery) either to La Feria ISD.
15. Vendor is responsible obtaining all permits associated with the project.
16. If, through any cause, the La Feria Independent School District determines that the successful Vendor has failed to fulfill, in a timely and proper manner, the obligations agreed to, the La Feria Independent School District shall have the right to terminate the contract by specifying the date of termination in a

written notice to the Vendor at least thirty (30) days before the termination date. La Feria Independent School District shall have the right to cancel for default all or any part of the undelivered portion of this order if vendor becomes insolvent or commits acts of bankruptcy. Such right of cancellation is in addition to and not in lieu of any other remedies that the District may have in law or equity.

#### **IV. GENERAL REQUIREMENTS:**

### **Payment Conditions**

- 1.1. All payments will be made in accordance with Chapter 2251 of the Texas Government Code. The project(s) will be deemed acceptable when the vendor delivers to the La Feria Independent School District that is fully functional to the District's specifications and satisfaction.
- 1.2. On Universal Service Fund projects, the La Feria Independent School District is responsible only for the La Feria Independent School District's portion of the total cost. The La Feria Independent School District will submit appropriate documentation to the Schools and Libraries Division (SLD) so that the vendor can be paid for the portion that the La Feria Independent School District is not responsible for paying directly. The vendor is responsible for requesting their portion of payment from the SLD. In the case where subcontractors or shared billing is in place, the vendor is responsible for insuring that all parties are promptly paid (within 10 days of receiving SLD reimbursement).

### **VENDOR REFERENCES**

Vendors must provide a minimum of five school district references. These references must be for projects that are similar in scope and design, and have been completed by the vendor within the last three (3) years. References which can not be confirmed will be grounds for vendor disqualification. References must include company name, address, and phone number contact person. Also a brief summary of the actual projects performed for the customer should be included as well as the total cost of the last project.

The District may, with full cooperation of the vendors, visit client installations to observe equipment operations and consult with references. Specified visits and discussion shall be arranged through the vendors; however, the vendor personnel shall not be present during discussions with references.

### **LICENSING**

The vendor must provide a list of all applicable licenses currently held by installation personnel or certifications.

### **WORKING HOURS**

Vendor must be **prepared to work on weekends and after school hours** in order to complete job or meet dead lines as needed.

### **COMPLIANCE WITH LAWS AND REGULATIONS**

The vendor's performance of work shall comply with applicable federal, state, and local laws, rules, and regulations. In the event of violation, the vendor shall pay all fines and penalties, including attorney's fees, other defense costs, and expenses in connection: including any expense in cabling or hardware. **Vendor must also comply with all ERATE requirements and regulations.**

**FEDERAL COMMUNICATIONS COMMISSION:**

Equipment requiring FCC registration or approval shall have received such approval and shall be appropriately identified prior to installation in the District's property and/or final acceptance by the District.

**CODES, STANDARDS AND ORDINANCES:**

All work shall conform to the 1995 edition of the National Electrical Code, the Building Code, and all Local Codes and Ordinances, as applicable. EIA/TIA documents 568, 569, 606, and 607 shall be adhered to during all installation activities. Methodologies outlined in the latest edition of the BICSI Telecommunications Distribution Methods Manual shall also be used during all installation activities. Should conflicts exist in the foregoing, the authority having any jurisdiction for enforcement will preside.

**SAFETY**

The vendor shall take the necessary precaution and bear the sole responsibility for the safety methods employed in performing the work. The vendor shall at all times comply with the regulations set forth by federal, state, and local laws, rules and regulations concerning "OSHA" and all applicable state labor laws, regulations and standards. The vendor shall identify and hold harmless the District from and against all liabilities, suits, damages, costs and expenses (including attorney's fees and court costs) which may be imposed on the district because of the vendor, subcontractor, or supplier's failure to comply with the regulations stated herein.

**MAINTENANCE FOR EXISTING**  
**ELIGIBLE HARDWARE**  
**ERATE YEAR 17 RFP**  
**Spread Sheet**

E-Rate Smartnet - 2017-2018

Campus	Brand	Item	Model	Serial Number	Type	Eligible Cost	Ineligible Cost
Lee Complex (CORE)	Cisco	Core Switch	WS-C4500X-16	JAE17260B1S	Switch		
Lee Complex (CORE)	Cisco	Firewall	ASA 5545	FCH1715J6X0	Appliance		
					TOTAL COST		
High School	Cisco	Core Switch	WS-C4500X-16	JAE17290E0V	Switch		
High School	Cisco	Wireless LAN Con	AIR-CT5508-K9	FCW1708L0E3	Appliance		
					TOTAL COST		
WB Green	Cisco	Core Switch	WS-C4500X-16	JAE17290E4S	Switch		
WB Green	Cisco	Wireless LAN Con	AIR-CT5508-K9	FCW1638L04S	Appliance		
					TOTAL COST		
N Dominguez	Cisco	Core Switch	WS-C6509-E	SMG1234N3QF	Switch		
N Dominguez	Cisco	Wireless LAN Con	AIR-CT5508-K9	FCW1708L0FV	Appliance		
					TOTAL COST		
CE Vail	Cisco	Core Switch	WS-C4500X-16	JAE17290NZG	Switch		
CE Vail	Cisco	Wireless LAN Con	AIR-CT5508-K9	FCW1720L0D3	Appliance		
					TOTAL COST		
David G Sanchez	Cisco	Core Switch	WS-C4500X-16	JAE19040F3U	Switch		
David G Sanchez	Cisco	Wireless LAN Con	AIR-CT5508-K9	FCW1705L0U0	Appliance		
					TOTAL COST		
Sam Houston	Cisco	Core Switch	WS-C4500X-16	JAE1751000C	Switch		
Sam Houston	Cisco	Wireless LAN Con	AIR-CT5508-K9	FCW1802L0LR	Appliance		
					TOTAL COST		
					GRAND TOTAL		



## FELONY CONVICTION NOTICE

Senate Bill I passed by the State of Texas Legislators, Section 44.034 Notification of Criminal History, Subsection (a) states “ a person or business entity that enters into a contract with a school district must give advance notice to the district if the person or owner or operator of the business entity has been convicted of a felony. The notice must include a general description of the conduct resulting in the conviction of a felony.”

Subsection (b) states “a school district may terminate a contract with a person or business entity if the district determines that the person or business entity failed to give notice as required by Subsection (a) or misrepresented the conduct resulting in the conviction. The district must compensate the person or business entity for services performed before the termination of the contract.

**The notice is not required for a publicly held corporation.**

I, the undersigned agent for the firm named below, certify that the information on concerning notification of felony conviction has been reviewed by me and the following information furnished is true to the best of my knowledge.

**Vendor's Name** \_\_\_\_\_

**Authorized Company  
Official's Name (please print)** \_\_\_\_\_

A. My firm is a publicly held corporation; therefore, this reporting requirement is not applicable.

Signature of Company Official: \_\_\_\_\_

B. My firm is not owned and/or operated by anyone who has been convicted of a felony.

Signature of Company Official: \_\_\_\_\_

C. My firm is owned or operated by the following individuals who has/have been convicted of a felony.

Name of Felon(s) : \_\_\_\_\_

Details of Convictions(s):

\_\_\_\_\_

\_\_\_\_\_

Signature of Company Official: \_\_\_\_\_

**WE THE UNDERSIGNED SUBMIT THE ABOVE PROPOSAL RESPONSE SUMMARY:**

I/We have read the proposal requirements, conditions, and specifications, which are an integral part of the terms of this contract.

My signature also certifies that the accompanying proposal is not the result of, or affected by any unlawful act of collusion with another person or company or company engaged in the same line of business or commerce, or any act of fraud punishable under the current Texas codes. Furthermore, I understand that fraud and unlawful collusion are crimes under the Statue Law, and can result in fines, prison sentences, and civil damage awards.

I hereby certify that I am authorized to sign as a Representative for the Firm.

Name of Firm: \_\_\_\_\_

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

Name (Type/Print): \_\_\_\_\_ Title: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Date: \_\_\_\_\_

Fax: \_\_\_\_\_ E-Mail: \_\_\_\_\_

SPIN: \_\_\_\_\_ FCCRN: \_\_\_\_\_

Vendor's Name: \_\_\_\_\_

# CONFLICT OF INTEREST QUESTIONNAIRE

## FORM CIQ

### For vendor doing business with local governmental entity

This questionnaire reflects changes made to the law by H.B. 23, 84th Leg., Regular Session.

This questionnaire is being filed in accordance with Chapter 176, Local Government Code, by a vendor who has a business relationship as defined by Section 176.001(1-a) with a local governmental entity and the vendor meets requirements under Section 176.006(a).

By law this questionnaire must be filed with the records administrator of the local governmental entity not later than the 7th business day after the date the vendor becomes aware of facts that require the statement to be filed. See Section 176.006(a-1), Local Government Code.

A vendor commits an offense if the vendor knowingly violates Section 176.006, Local Government Code. An offense under this section is a misdemeanor.

#### OFFICE USE ONLY

Date Received

**1** Name of vendor who has a business relationship with local governmental entity.

**2**  Check this box if you are filing an update to a previously filed questionnaire.

(The law requires that you file an updated completed questionnaire with the appropriate filing authority not later than the 7th business day after the date on which you became aware that the originally filed questionnaire was incomplete or inaccurate.)

**3** Name of local government officer about whom the information in this section is being disclosed.

\_\_\_\_\_  
Name of Officer

This section (item 3 including subparts A, B, C, & D) must be completed for each officer with whom the vendor has an employment or other business relationship as defined by Section 176.001(1-a), Local Government Code. Attach additional pages to this Form CIQ as necessary.

A. Is the local government officer named in this section receiving or likely to receive taxable income, other than investment income, from the vendor?

Yes  No

B. Is the vendor receiving or likely to receive taxable income, other than investment income, from or at the direction of the local government officer named in this section AND the taxable income is not received from the local governmental entity?

Yes  No

C. Is the filer of this questionnaire employed by a corporation or other business entity with respect to which the local government officer serves as an officer or director, or holds an ownership interest of one percent or more?

Yes  No

D. Describe each employment or business and family relationship with the local government officer named in this section.

**4**



